



### **Hill Visit Outline**

- Decide in advance who will be the spokesperson for the group. This person will facilitate the introductions and start the conversation with the member of Congress or staff person.
- Thank the member of Congress or staff person for seeing you (or being on a call/Zoom meeting).
- Have each person identify themselves; tell where they live, and their firm name or other relevant affiliations (leadership in SNA or other organizations).
- Explain that your primary purpose is to let the Senator / Representative / staff person know about your work as a special needs attorney and your areas of expertise (include aging if relevant) and to make yourself available as a resource.
- Give relevant examples of your clients, the situations that they face, and how you assist and empower them and their families.
- Explain the policy implications of your work, particularly in relation to the state or district represented by the member of Congress or staff person you are seeing.
- Be explicit about your request and ask for their support.

- Ask the person with whom you meet about his/her priorities and work in the disability, aging, and health arenas.
- Thank the member of Congress or staff person for her/his time and offer to be available as a resource in the future.
- Provide the person with whom you meet your business card/contact information and a one-page description of SNA.