

# Advocacy Teams



## Quarterly Goal-Setting Worksheet

Revisit this sheet with your team members every three months to track your progress and work towards shared goals. You can also fill this out with members of your statewide network!

### Monthly Meeting

*Having a regular monthly meeting time helps form community and coordinate team actions.*

Our monthly meeting will take place on

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Location: \_\_\_\_\_

*Remember to prepare an agenda, share speaking roles, and determine clear next steps for each team member to take after the meeting.*

### Lobby Visit Goals

*Aim to meet with each Member of Congress once every three months to keep up the relationship.*

We plan to meet with Senator \_\_\_\_\_  
in the month of \_\_\_\_\_

We plan to meet with Senator \_\_\_\_\_  
in the month of \_\_\_\_\_

We plan to meet with Rep. \_\_\_\_\_  
in the month of \_\_\_\_\_

### Media Goals

*Only one in nine Letters to the Editors (LTEs) get published, so if you don't get published at first, try again!*

This month, \_\_\_\_\_, we aim to send LTEs to this media outlet: \_\_\_\_\_.

Next month, \_\_\_\_\_, we aim to send LTEs to this media outlet: \_\_\_\_\_.

The following month, \_\_\_\_\_, we aim to send LTEs to this media outlet: \_\_\_\_\_.

### Outreach Goals

*Hold an outreach event once every few months to invite new people to take action with your team. Outreach ideas include: speaking to a community group, holding a film screening, inviting a new person to a lobby visit (and prep-meeting), or holding a tabling event.*

*The best way to get people involved is to invite them to your actions instead of to your business meetings.*

In \_\_\_\_\_ (month), our team will engage the wider community by \_\_\_\_\_.

### FCNL Programming Schedule

*The FCNL National Call takes place on the first Wednesday of each month at 8:00 PM Eastern*

This month, the National Call takes place on \_\_\_\_\_

*Communicator Calls take place on the second and fourth Thursdays of each month at 8:00 PM Eastern*

\_\_\_\_\_ will send out notes from this month's Communicator calls.



**Flip page for short-term & year-long goals**

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 Friends Committee  
on National Legislation

## Quarterly Goal-Setting Worksheet

### Short-Term Goals

*Write three goals your team can work towards together in the next three months.*

1.

2.

3.

### Year-Long Goals

*Write three goals your team can work towards together in the year-to-come.*

1.

2.

3.