



Friends Committee  
on National Legislation  
Lobbying with Quakers

**BRAVE & CONSTANT**  
*Building the World We Seek*



# Quaker Public Policy Institute 2022 Lobbying Workbook



# Support the Environmental Justice for All Act

For decades, fossil fuel production has negatively impacted lower-income communities and marginalized people across the United States. From historically Black communities in Louisiana to Tribal nations in the desert Southwest, these communities have often been chosen as the location for oil and gas infrastructure, landfills, and hazardous waste dumps. The pollution from these sites degrades the air, water, and land, jeopardizing the human health of these frontline communities. The U.S. government's inadequate response continues to exacerbate injustice and discrimination.

To address these failures, Rep. Raul Grijalva (AZ-03) and Sen. Tammy Duckworth (IL) introduced the Environmental Justice for All Act (H.R. 2021/S. 872). This bill, produced after extensive consultation with environmental justice communities, seeks to address the impact of fossil fuel pollution through enhanced legal protections and enforcement.

## **The Environmental Justice for All Act includes the following provisions:**

- » Strengthens the 1964 Civil Rights Act to empower persons to sue for intentional discrimination and amends the Clean Air Act to require an analysis of air pollution in surrounding communities before permits are granted.
- » Directs federal agencies to document the environmental and human health risks borne by populations identified by race, national origin, or income and to use that information to determine whether their policies have a negative impact on human or environmental health.
- » Authorizes funding to invest in local and state organizations and Indigenous groups on the frontlines of efforts to address the degradation of community health and land due to environmental pollution.

Please co-sponsor and publicly support the Environmental Justice for All Act; this bill represents an important step toward addressing the long legacy of harm and ensuring the fair treatment of all people. The Environmental Justice for All Act is a strong response to an issue that has burdened communities across the United States for too long.

## **Support the Environmental Justice for All Act (S. 872/H.R. 2021)**

### **Contact:**

**Clarence Edwards**  
Legislative Director,  
Sustainable Energy  
and Environment  
[cedwards@fcnl.org](mailto:cedwards@fcnl.org)



# Your Lobby Visits

Please write the details of your lobby visits with the details of your schedule via email ahead of the event. If you have questions, contact Lauren Lassiter, [llassiter@fcnl.org](mailto:llassiter@fcnl.org).

## House Visit

Member's name: \_\_\_\_\_

Staff person: \_\_\_\_\_

Meeting time (EST): \_\_\_\_\_

What is the format and location? \_\_\_\_\_

## Senate Visit #1

Member's name: \_\_\_\_\_

Staff person: \_\_\_\_\_

Meeting time (EST): \_\_\_\_\_

What is the format and location? \_\_\_\_\_

## Senate Visit #2

Member's name: \_\_\_\_\_

Staff person: \_\_\_\_\_

Meeting time (EST): \_\_\_\_\_

What is the format and location? \_\_\_\_\_

# Lobby Visit Roadmap

Start by designating a group leader and a notetaker. Fill in the boxes on the front and back of the page as you plan your visit. Use the spaces provided and write the amount of time each part of the lobby visit will take. This road map will be your guide during your virtual lobby visit.

**Member of Congress:**

**Meeting Connection Details:**

**Group Meeting Time:**

## Group Leader

**Name:**

**Email & Phone Number:**

**Before meeting:** Decide on when and how you will connect before the meeting. Find out how much time you have for the lobby visit. Suggest allocation of time among delegation members. Identify an issue for which the legislator could be thanked.

**During meeting:** Ask your delegation to sign into the meeting 10 minutes before the lawmaker or staff is scheduled to join. When the staff or lawmaker arrives, introduce the delegation.

Make sure the ask is repeated clearly several times. Facilitate flow of conversation among delegation members, with one eye to inclusivity and the other on the clock. During the lobby visit, it is critical to keep to the roadmap by calling on members of the delegation to speak and prompt the staffer to ask questions.

## Notetaker

**Name:**

**Email & Phone Number:**

Obtain the names and contact information of everyone in the meeting to send to the staffer after the visit. Look at the report-back form and take notes on that form during the meeting: [fcnl.org/reportback](https://fcnl.org/reportback)

## Delegation Members

Share a personal story about why this issue matters to you. You don't need to be an expert—your members of Congress work for you and care about your opinions. Telling your story is an important way to connect with the values and priorities your members of Congress care about, and it can help change their minds. Ask follow-up questions to learn more about the members' position on the issue. Keep to the time your group decided on for your story; have a watch or clock in front of you.

**Remember:** Be polite and respectful! This meeting is part of building a relationship.

## Checklist

- \_\_\_\_\_ 1. **Introduce yourselves. Group leader** briefly introduces who is on the call, explaining who the group is and your relevant faith, community, and professional affiliations. **Notetaker** explains to the staffer that the group will provide a list of the delegation members and the leave-behind in the follow up email. Ask for the staffer's contact information if you don't have it. *Suggested time: 5 min.*
- \_\_\_\_\_ 2. **Group leader asks how much time the legislator or staffer has available to meet with the group.**
- \_\_\_\_\_ 3. **Say "thank you." Delegation member** thanks the office for a position the legislator has taken which you support. This can be something simple, don't overthink it.
- \_\_\_\_\_ 4. **Delegation member introduces the ask.**
- \_\_\_\_\_ 5. **Tell your stories. Delegation members** explain why you care about this issue, what it means to your community, and how it relates to the ask. *Suggested time: 10 min.*

» Story 1:

» Story 2:

» Story 3:

- \_\_\_\_\_ 6. **Ask and respond to follow-up questions and listen. Delegation members** ask for and listen to the legislator or staffer's responses to your request. *Suggested time: 10 min.*
  - » Sample Question: Do you support the ask? What other information do you need?
  - » Sample Question: What strategies do you support to address this question?
  - » Sample Question: Do you hear from constituents on this issue?
- \_\_\_\_\_ 7. **Repeat the ask. Delegation member** repeats the ask and reminds the staffer that the group will follow up within a day with the delegation list and leave-behind and will follow up again in two weeks.
- \_\_\_\_\_ 8. **Group leader thanks the legislator and/or staffer.**
- \_\_\_\_\_ 9. **Post meeting follow up with the staffer. Delegation member** emails the staffer within three days of the visit to say thank you, sends delegation list and leave-behind. *See Follow Up Email Template.*

Who will follow up after the visit:

# Your Lobby Visit Story

Your story is why you care about environmental justice.

Reflect on your values to start framing your story.

## Types of Stories

1. **Impact:** The issue directly impacts you, a loved one, or your community.
2. **Identity/Values:** Your identity or a value you hold leads you to care for the issue (e.g. identity as a person of faith or as a student and values like equity and justice).
3. **Turning Point:** A moment you first learned about an issue.

## Tips for Writing Your Story

Just because the office opposes the ask or bill doesn't mean all is lost. This is an opportunity to find common ground and learn what they could support. Here are some suggestions:

1. **Your story is yours!** It can be one of the types from the list above, and it could also be a combination. You don't have to fit it into a specific category.
2. **The story should be no more than two minutes.** With multiple storytellers in a lobby visit, you want to make sure everyone has time to share.
3. **Always ask permission before sharing another person's story.** When you do get permission, share only ideas and nothing related to the identity of the individual.
4. **Tie your story back to the ask at the end.** It never hurts to mention the ask multiple times during a visit, especially to connect your story more explicitly with the issue.
5. **If you are stuck on your story, begin by imagining a world with environmental justice.** You can frame your story around the hopes you have (e.g. clean air and clean water for everyone, safe homes, accessible transportation, etc.)

## Queries for Breaking Down Your Story

1. Why are you doing this work?
2. What made you first care about this issue?
3. What are the values that push you to care about this issue? Share a story, experience, or moment that helps to illuminate your values.

## Break Down Your Story

1.

2.

3.

## Storytelling Notes

# Responses to the Ask and Report Backs

This is a resource to assist you during and after your lobby visits. During your visits, you will have time to discuss the ask with the office and you can find more guidance below on how to approach responses.

Finally, it's important to report back to FCNL about the lobby visits using the Report Back form at [fcnl.org/reportback](https://fcnl.org/reportback).

## The Office Supports the Ask

Just because the office supports the ask or bill doesn't mean the lobby visit is over. Here are some suggestions you can use to encourage further action by the legislator:

- Ask if they will co-sponsor the bill when it's reintroduced in the new Congress.
- Ask them to make a public statement about the bill and do so regularly.
- Ask them to encourage other members of Congress to support the bill.
- What else could you ask them to do?

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## The Office Opposes the Ask

Just because the office opposes the ask or bill doesn't mean all is lost. This is an opportunity to find common ground and learn what they could support. Here are some suggestions:

- Why do they oppose the legislation?
- Do they support any of the provisions listed on the leave-behind? If so, which ones?
- If not this specific bill, is there another piece of legislation they do support on this issue?
- Do they agree that everyone should have access to clean air, clean water, and fertile soil? If so, how would they propose to achieve those goals?
- What else could you ask them?

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## Reporting Back to FCNL About Lobby Visits

When reporting back to FCNL about the lobby visits, only one person (the notetaker) from each visit should submit a lobby report. Reports should be submitted online at [fcnl.org/reportback](https://fcnl.org/reportback).

These reports will help to inform the legislative team when they engage congressional offices and strengthen FCNL's overall advocacy. Be sure to include how the legislator or staff person responds to the ask, what questions (if any) they convey, and any information FCNL's legislative team should follow up on.

# Lobby Visit Follow-up Template

The delegation notetaker can use this template for the follow-up emails sent to staff after the visit.

Dear *[Insert name of congressional staffer]*,

Thank you so much for meeting with our delegation on *[Insert date of visit]*. We were grateful for the opportunity to speak with your office about our legislative concerns. *[Insert detail of visit here. A story that was shared, a question that was asked, a staffer's response, etc.]*

The legislation we are advocating for is an excellent first step in addressing the issue of *[Insert lobby topic here]*. Would it be okay if we followed-up with you in two weeks to see what your member might be able to do?

As promised, I am attaching both our delegation list and the leave-behind we put together with Friends Committee on National Legislation.

We look forward to hearing the response of our Member of Congress to our ask in the coming weeks. *[This provides space for the staffer to ask follow-up questions.]*

Thank you again!

Sincerely,

*[Name]*

*[Email address]*

*[City/State]*

Here is a list of the group that was on the phone call with you. *[List full names, emails, and addresses below.]*

*Name, email, address*

*Name, email, address*

*Name, email, address*

# Tips for Lobbying Virtually

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## PRE-VISIT

- a. Fill out your lobby visit roadmap.
- b. Since you may be missing important visual cues, assigning roles ahead of time will help the meeting go smoothly.
  - i. Select the **group leader** who will facilitate the meeting.
  - ii. Select a **notetaker**.
  - iii. Select the **storytellers**.

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## DURING THE VISIT

- a. Join the call at least **10 minutes early** to test your tech!
- b. Ask how much time you have with the member or staffer at the beginning of the meeting. You will not be able to see them checking their watch.
- c. Follow the **roadmap** you created.
- d. Leave time to hear from the staffer or member.

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## POST-VISIT

- a. Follow up with an email immediately after the visit with a thank you, the list of constituents who joined the call, and the leave-behind material.
- b. The **notetaker** should fill out the Lobby Visit Report Back form so FCNL can follow up with the office.
- c. Follow up again in a few weeks to see how the office is planning on responding to your request.

Photo by Cheriss May/FCNL



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