

## How to Organize an In-District Meeting

Organizing an in-district meeting is easier than most people think. Congressional offices want to hear from you so they can better represent their constituents in Washington.

In-district meetings with local asphalt pavement producers and contractors offer one of the best opportunities for lawmakers and their staff to learn about the value of asphalt pavement at the grassroots level. These meetings give you the unique opportunity to show how the impact of asphalt pavement in his or her district and state, including the local economic impact and benefits of asphalt pavement to you and your livelihood.

**Step 1:** Call your elected official's local office. Introduce yourself and offer to make an appointment to come in to discuss a transportation and infrastructure policy matter. Be prepared to suggest several dates for the meeting. If the member is not available, a district staff person should be able to help. You may want to consider teaming up with one or two other local asphalt pavement producers who might be interested in joining the meeting.

**Step 2:** Bring an issue brief or info sheet you can leave with staff so the office has a written record, highlighting your story and the specific legislative ask that can be passed along to the elected official.

**Step 3:** Cover all of your bases. Start by telling your story and make sure to share information about your industry from the bottom up – this may be the first time they have ever connected the dots about how important asphalt pavement and funding for a long-term highway bill is, both within the district and nationally!

**Step 4:** Plan your time accordingly. In-district meetings last about thirty minutes at most. Make sure you allocate enough time for questions and feedback from staff. At the end, be sure to thank the elected official and/or staff for their time.

**Step 5:** Follow up with a thank you email and offer to continue a dialogue about asphalt pavement, and transportation and infrastructure in your area. Send other material or articles that they might find helpful or send messages to them via Facebook and Twitter – most elected officials now use social media to connect with constituents.

**Found a champion?** If the meeting goes well, contact the National Asphalt Pavement Association so that NAPA can follow up in DC with the staff in the Capitol Hill office.

**Please Be In Touch!** Once a meeting is confirmed, let NAPA know. After the meeting, we would love to hear how it went and please send us any photos so that we can highlight your efforts to the industry.