# C:\Users\Kelly\Downloads\PCA-Policy-Action-Header-10.jpgThe Maternal, Infant, and Early Childhood Home Visiting Program

**Sample Congressional Meeting Agenda**

Below is a sample agenda for congressional meetings. Meetings usually last 30 minutes or less. Every meeting will be a little different. That is okay!

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| **Introduction (5 minutes)** |
| Introductions set the stage for the conversation. They establish you as a constituent and someone with a perspective that they need to hear. It’s also important to get an understanding of the level of knowledge that the staff person or Member of Congress has on MIECHV and home visiting.  Suggested starting places:   * *Thank you for this opportunity. We’re excited to meet with you and talk about the critical role that home visiting plays in our [community/state].* * *I’m [name] from [hometown]. I am here with [organization] as a [role].* * *I’d like to share some of my experience with the home visiting programs that the Maternal, Infant, and Early Childhood Home Visiting program supports.* * *How familiar are you with home visiting and the Maternal, Infant, and Early Childhood Home Visiting program?* |
| **Home Visiting & It’s Impact (10 minutes – 5-7 minutes sharing; 3 minutes questions)** |
| This is your opportunity to share about home visiting from your perspective – whether as a home visitor, parent, board member, community partner or ally. It’s a chance to share your unique expertise or perspective. Be selective in what you share so you stay within time and don’t overwhelm your audience.  Suggested starting places:   * *As a Family Support Specialist, I want to tell you about how the HFA program works with families and the impact I see home visiting programs like HFA having….* * *As a parent, I’d like to share firsthand what it’s like to be supported by a home visiting program like HFA and the difference it has made in my life…* * *As a [board member, community partner, ally], I want to share more about the critical role that evidence-based home visiting programs like HFA play in our [community/state] …* * *HFA home visitors are highly trained professionals that can meet families where they are and help them achieve goals for themselves and their children…*   ***The best meetings are interactive! Pause and ask if they have any questions about home visiting or HFA. If you don’t know the answer to a question, just respond***  ***“Let me look into that and get back to you.”*** |
| **MIECHV Reauthorization Recommendations (5-7 minutes sharing; 3 minutes questions)** |
| Now that you have established your expertise, share the recommendations for MIECHV reauthorization that you think are most critical. Tie them back to what you shared earlier Remember, making general policy recommendations prior to legislation being introduced is not considered lobbying!  Suggested starting places….   * *We need an increased investment in MIECHV in order to serve more families and better support our workforce…never has that been more important…* * *MIECHV has a long history of bipartisan support. We hope members of Congress can come together to support increases in this important program…* * *More than 600 national, state, and local organizations have come together around three priorities for MIECHV reauthorization, and we are one of those organizations. We feel strongly that….*   ***If they ask you about a proposed policy change and you’re not prepared to answer, you can respond, “I need to think about the implications of that change. I’ll get back to you.”*** |
| **Wrap Up/Next Steps (5 min)** |
| Use the last few minutes to thank them for their time (and their support if they offered it!) You can repeat any key points that you want them to remember. You can also summarize anything that needs follow-up (e.g., unanswered questions, additional information or data, etc.). Be sure they know you want to be a resource, and if you are a HFA program, this is a great time to offer a site visit!  Suggested starting places….   * *Thank you for your time [and for your support of the MIECHV program]!* * *As you and your colleagues work on the reauthorization of MIECHV, we hope you keep in mind the families and children that want and need this support. This is an investment that you can be confident in.* * *We’d love to invite [Senator or Representative] to visit our HFA program and meet our staff and families.* * *We hope that you continue to see us as a resource. Please don’t hesitate to contact me and we hope to talk again.* |

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