



My Family Does Count! Grassroots Lobbying Kit

Table of Contents

1.0 Advocacy Kit

1.1 Introduction: Grassroots Lobbying

1.2 Immigration Equality

2.0 Civics Recap

2.1 Federal Government Overview

2.2 How a Bill Becomes a Law

2.3 The Uniting American Families Act

2.4 You Have a Voice, Use It

3.0 Make Contact

3.1 How to Find Your Member of Congress

3.2 Contacting Your Member of Congress

3.3 Cosponsors of the Uniting American Families Act

3.4. Writing a Letter

4.0 Lobbying is About Relationships

4.1 Scheduling a Meeting

4.2 Member's Response

4.3 Follow-Up

5.0 Constituent Meeting

5.1 Meeting with a Member of Congress, the basics

5.2 How to Conduct a meeting

5.3 Follow-up

6.0 Contact Immigration Equality

6.1 Sample Letter to Cosponsor the Uniting American Families Act

6.2 Sample Thank You Letter

6.3 Sample Letter to Request a Meeting

6.4 Lobby Report Form

6.5 "Day of" Checklist

MY FAMILY DOES COUNT! Immigration Equality Grassroots Lobbying Kit

1.1 Introduction: Grassroots Lobbying

Grassroots lobbying is all about the power of the individual to make a difference. This kit is designed to encourage and enable you to tell the U.S. Congress that YOUR FAMILY COUNTS and to encourage Congress to pass the Uniting American Families Act and other related issues that improve the rights of lesbian, gay, bisexual, transgender, (LGBT) and HIV-positive individuals under U.S. immigration law.

This manual is intended to provide you with basic information about Immigration Equality, our campaign to end LGBT and HIV-related discrimination within U.S. immigration law, and to provide you with the knowledge and tools to join the fight.

Grassroots lobbying refers to any communication that provides elected officials with information and input from constituents (you). Communication with elected officials may include letters, phone calls, or constituent (in-person) visits. In today's world of sophisticated and well-funded lobbying, it can be difficult to be seen and heard, but grassroots lobbying is still a very effective way to play a substantial role in many legislative battles.

1.2 Immigration Equality

Immigration Equality is a national organization that works to end discrimination in U.S. immigration law, to reduce the negative impact of that law on the lives of lesbian, gay, bisexual, transgender and HIV-positive people, and to help obtain asylum for those persecuted in their home country based on their sexual orientation, transgender identity or HIV-status. Through education, outreach, advocacy, and the maintenance of a nationwide network of resources, we provide information and support to advocates, attorneys, politicians and those who are threatened by persecution or the discriminatory impact of the law. Visit us on the web at www.immigrationequality.org

CIVICS RECAP

2.1 Federal Government Overview

The Federal Government is divided into three branches, the Legislative Branch, the Executive Branch, and the Judicial Branch.

The Legislative Branch

Article I of the Constitution specifies that there shall be two separate legislative bodies: a House of Representatives and a Senate. Together they are called Congress. Congress works to write, debate, and pass bills, which then must go to the President for approval.

There are 100 Senators and 435 Representatives of the House. Each of the 50 states elects two Senators and Representatives are elected based on a state's population. A Representative is elected to an area within the state known as a district.

The Executive Branch

Article II, section 1 of the Constitution names the President the head of the Executive Branch. The Executive Branch of the U.S. government makes sure that laws are obeyed. In the legislative process, the President must either sign a bill passed by Congress thereby making it law, or veto the bill. If the President vetoes a bill, 2/3rds of the House of Representatives and 2/3rds of the Senate must vote for the bill to override a Presidential veto.

The Judicial Branch

The Judicial Branch of government interprets laws passed by Congress. The Judicial Branch consists of state courts and federal courts. The highest court in the United States is the U.S. Supreme Court. Directly under the Supreme Court there are 13 U.S. Courts of Appeals.

The U.S. Congress has nearly unlimited authority to create U.S. immigration policy according to the plenary powers doctrine. The courts have upheld this authority and are reluctant to infringe upon this authority. Therefore, any change to immigration law, must be an act of Congress. The Uniting American Families Act seeks to change U.S. immigration law to allow a U.S. citizen or permanent resident to sponsor their same-sex partner for immigration to the United States. It will take an act of Congress for this right to become law.

2.2 How a Bill Becomes a Law

For a bill to become a law it must move through a specific process. This process typically involves:

- Introduction
- Committee action (hearings, vote, etc)
- Floor debate/action (full body)
- Conference process (reconciliation of House and Senate bills); and

- Presidential Action (a bill must have 60 votes in the Senate to overcome a Presidential veto)

Introduction: A bill may be introduced in either the House of Representatives, the Senate or both the House of Representatives and the Senate. After a bill is introduced it is assigned a bill number. H.R. # denotes a bill in the House of Representatives and S. #, the Senate. The number assigned is the place in the order of bills introduced, so S. 1 is the first bill introduced and S. 50 is the fiftieth.

Committee Action: When a bill is introduced it is usually read, and then referred to a committee with jurisdiction over the bill's main purpose. Immigration matters are under the jurisdiction of the Judiciary committees in the House and Senate, respectively. In the House of Representatives, there are also subcommittees to larger committees and there is an Immigration subcommittee of the Judiciary committee.

At some point, Immigration Equality may give testimony before one or several of these committees and subcommittees. Testimony may be given in writing or orally and in person.

A committee will discuss a bill and may amend, reject, or approve a bill. If approved, a bill is "reported out" of committee, and usually accompanied by a committee report explaining the bill's provisions and the committee's decision. The bill is also scheduled for floor debate/action.

Floor Debate/Action

A bill reported out of committee is sent to the House or Senate floor for full consideration. The bill is debated, can be amended, and then voted upon in an up or down vote. If a bill is passed in one body it is sent to the other to go through the committee process. If the second body passes the bill with no changes, it is sent to the President for signature. If the House and Senate pass versions of the bill that differ, the bill is sent to a conference committee.

Conference Process

A conference committee is necessary when the House and Senate pass differing versions of the same bill. The committee is charged with ironing out the details of the differences and agreeing upon a single version of the bill. Both the House and the Senate appoint members from the committees that first considered the bill to serve as conferees on the committee to resolve the bill's differences. Failure to compromise means the bill will not pass and effectively kills the bill. If the committee can reconcile the bill's differences the bill will go back to the House and the Senate floor for a vote. After being reported out of conference committee the bill cannot undergo further changes and must be voted up or down.

Presidential Action

After a bill has passed Congress it is sent to the White House. The President then has several choices. The President can:

- Sign the bill into law
- Take no action for 10 legislative days, after which it becomes law

- Veto the bill and send it back to the House and Senate where it can only be overridden by a 2/3rds vote
- Exercise a “pocket veto,” by holding onto the bill for more than 10 legislative days while Congress is adjourned. This kills a bill
- A line item veto is possible in some legislation such as appropriations and budget measures

2.3 The Uniting American Families Act

The U.S. immigration system is built upon the principle of family unification. Under the U.S. Immigration and Nationality Act, a U.S. citizen or legal permanent resident may sponsor their spouse for immigration to the U.S. However, same-sex partnerships are not recognized for federal immigration purposes. Consequently, U.S. citizens in same-sex relationships cannot sponsor their partners for immigration benefits.

Thousands of lesbian and gay binational couples are forced into exile abroad, long-distance relationships or to separate as a result. This serves no public policy function and contradicts the central goal of U.S. immigration policy. The Uniting American Families Act would remedy this injustice.

The Uniting American Families Act would amend the Immigration and Nationality Act by adding the term “permanent partner” next to “spouse” for immigration to the U.S. The standards of proof and the procedures governing adjudication would be identical to the current “immediate relative” category. Specifically, the beneficiary would need to prove that he/she is:

- At least 18 years of age
- In an intimate relationship with the sponsoring adult U.S. citizen or legal permanent resident in which both parties intend a lifelong commitment
- Financially interdependent with that person
- Not married or in a permanent partnership with anyone other than that person, and
- Unable to contract, with that person, a marriage that is recognized under the Immigration and Nationality Act (which governs U.S. immigration law).

2.4 You Have a Voice, Use It

The Grassroots lobbying process only works if you participate. This guide is intended to help you better communicate our message to members of Congress that Your Family Counts. Your voice as a constituent of Congress will make a world of difference.

To be considered a constituent you must have a valid address in a member of Congress’ district. Although you must be a U.S. citizen to vote in the U.S., you do not have to be a U.S. citizen or a legal permanent resident to have a voice or to be taken seriously. However, remember that all communication with Congress is official. **If you have concerns about writing to Congress and how it may affect your immigration status, please give us a call at 212.714.2904 or email Immigration Equality at info@immigrationequality.org for more information.**

Make Contact

3.1 How to Find your Member of Congress

In order to best locate your Member of Congress you will need to have your full address including your 9 digit zip code. For example, 10001-1001. If you do not know your full zip code, you can visit <http://zip4.usps.com/zip4/welcome.jsp> to locate it.

Once you have your 9 digit zip code visit www.house.gov and plug your 9 digit zip code into the Representative locator on the upper right hand corner of the webpage. This will tell you who your Representative is and how to contact them. To find your Senator you need only know your state of residence and visit www.senate.gov. Senators are organized by state, so select your state from the drop-panel and you will be taken to a page with the name of both of your Senators and how to write to them.

3.2 Contacting Your Member of Congress

There are several ways to contact a member of Congress including sending direct mail, emails, phone calls, and faxes. Letter writing is a very effective way to communicate with your Member of Congress because it allows you to tell your story and to explain your situation in detail. (See section 6 for sample letters). However, since October 2001 all letters to Congress are irradiated to detect for anthrax and other potential poisons. This means that your letter will be delayed and when it reaches your Member of Congress will look a bit charred and smell a bit funny.

For this reason it is probably best to send an email or a fax. These communications have the added benefit of being quick. Immigration Equality suggests that you send a fax or an email and then send the same letter via mail and mark (originally submitted via facsimile or email on the letter).

When writing a letter, be sure to be clear and concise. Tell your story briefly and directly and make sure you get in your “ask.”

A letter to Congress can have several purposes. The most common are to request action on legislation, to register your support for legislation, and to thank a Member of Congress for a position they have taken. Before deciding what your letter is to say, you should know if the Member of Congress you are writing to has supported the Uniting American Families Act in the past, supports the bill currently, and also some other pertinent information on your Member of Congress. In short, research your Member of Congress and tailor your communication accordingly.

3.3 Cosponsors of the Uniting American Families Act

You can find if your Member of Congress is a cosponsor of the Uniting American Families Act by searching for the bill on the Library of Congress' Website, Thomas. The website <http://thomas.loc.gov> is the best source for bill information. Go to the main page and search the current Congress. If you know the bill number, plug that into the search field and hit “search.” If you do not, run a search on Uniting American Families Act or the Permanent Partners Immigration Act (the Uniting American Families Act's old name) and

select the bill in the search field. Then click on “Bill Summary and Status” and the website will take you to a page with more detailed information on the bill. It will list the cosponsors in alphabetical order by name, so scroll down and look for your Member of Congress. Make sure that you are looking at a House bill (indicated by the H.R. in front of the bill number) when looking for Representatives, and a Senate bill (indicated by the S. in front of the bill number) when looking for a Senator.

If your Member of Congress is already a cosponsor of the Uniting American Families Act, please send a thank you letter. Members of Congress do not get thanked very often and it can be just as important to thank your Member for cosponsoring the Uniting American Families Act as asking them to do so if they have not. Make sure you indicate that you are thanking them for supporting the Uniting American Families Act and reference the bill number in your thank you letter if possible.

3.4 Writing a Letter

As stated before, fax and email are the most effective means of communication with Congress. Go to your Member of Congress’s website and there is always a link to email them. Sometimes the link says “Email Me” or sometimes it says “Contact Me” but each Member will have some way for you to contact them. If you are sending a fax, you can get that information on their website as well or just call the office and ask them for the fax number. The phone number will almost always appear at the bottom of the website. You will be sending information most often to the D.C. office. If you cannot find the fax number of the email form/address, you can always call the Capitol Switchboard at 202.224.3121. An operator will connect you to the appropriate office. When your phone call is answered, ask them how the Member prefers to receive email communication and follow the instructions given.

(If you do not know who your Member of Congress is, see section 3.1 of this kit)

When sending direct mail, use the mailing address on their website, or follow this simple format:

Honorable Jane Smith
U.S. House of Representatives
Washington, DC 20515

Or

Honorable James Smith
U.S. Senate
Washington, DC 20510

It is unnecessary to put a building number and the mail will be forwarded to the appropriate office as long as you have the name and the correct zip code.

Re: line

Between the Address and the salutation if you know the bill number, follow this format:

Honorable James Smith
U.S. Senate
Washington, DC 20510

Re: S. (bill no.) the Uniting American Families Act

If you do not know the bill number, just put the bill title in the Re: line (see section 6.0)

Use the salutation:

Dear Representative Smith, and/or
Dear Senator Smith,

This will avoid any awkward gender reference and is respectful. Remember, being polite is necessary, even if you are upset, you should not be argumentative and confrontational.

From that point, you should quickly state the purpose of your writing. For example,

- To express your stance on an issue and to ask for their support
- To congratulate them or thank them for cosponsorship
- To express disapproval for their position or vote
- To request a meeting

Message Content

We have provided a sample letter for you, but you should make your letter personal if possible. Here are some helpful hints to remember when writing letters and emails:

- Be concise. The shorter the better. Limit yourself to one page.
- Use personal letterhead with your address and name clearly marked. Use plain formatting and avoid font types that are difficult to read or unprofessional.
- If you have more than one email address, use one that closely matches your name if possible. Remember you are writing to Members of Congress and be discrete in the email address that you use. It looks unprofessional to send an official email from hotmama@blank.com. If you need to, open a new email account. Many of them are free.
- If you are a constituent, say so in the letter.
- Do not be argumentative.
- Try and tell them something personal about yourself or your partner that will help humanize your letter and the issue.
- Spell Check, spell check, spell check. Use a dictionary or your word processing auto spell check.

4.0 Lobbying Is About Relationships

Your goal should be to build a relationship with your member of Congress so that they will feel responsible to your opinion. They may not always agree with your opinion, and that is fine. Ultimately your goal is to gain their vote for the Uniting American Families Act, but if they are reluctant you should avoid chastising them. If they are opposed to the bill, you should remain respectful and not be upset. Always thank them for their time and their communication. Try and find common ground if you intend to respond.

4.1 Scheduling a Meeting

Scheduling a meeting with a Member of Congress can be time-consuming and difficult, but it can pay huge dividends so if you have the energy and the commitment to see it through, we recommend that you always try and meet face-to-face with either your Member of Congress or their staff if possible.

You should start by looking at the Congressional Calendar which you can find at: <http://clerk.house.gov/> this site is also a great place to find out more information about your Member of Congress.

Look for days where Congress is in recess. If possible, try and pick a date that you will have time during one of the Congressional recess periods. If such a date cannot be found, look for a Monday or a Friday that you may have free (as Members are more often in district these days than during the middle of the week when voting takes place in Washington).

Then find the phone number for your Member of Congress in the office that is closest to you (the district office). Pick up the phone and call the office. Ask them who is the Member's "scheduler" and tell them you would like to set up a **constituent visit**. If you cannot speak directly to the scheduler, leave a message in their voicemail. Tell them your name, that you are a constituent, and that you would like to set up a "constituent visit" to talk to the Member of Congress about the Uniting American Families Act. Feel free to suggest a date, but you should also mention that you would be happy to meet with the Member at their convenience. Make sure you leave your phone number or some other way for the Member's staff person to get back to you.

If you do not hear back from that person in a week, call back. Mention that you have previously called to try and set up a meeting and have not received any contact. Be polite, and again request a meeting. This time follow-up on your phone call with an email. If this does not work, give us a call at Immigration Equality and we will try and assist you.

4.2 Member's Response

If you write to a Member of Congress about an issue they are likely to respond. They will probably respond by send you a response letter to your inquiry or your letter asking them to vote in favor or cosponsor the Uniting American Families Act. They are also likely to spell out a position either directly relating to the Uniting American Families Act, or treat your inquiry as a request for support of a larger issue, i.e. same-sex family recognition.

If you have written to a Member of Congress requesting a “constituent visit” or an in-person meeting and suggested a date or time, the response will likely confirm the Member’s availability, suggest a meeting at another time, or deny your request for a meeting. If your request is denied, you should contact Immigration Equality. If the Member suggests an additional time that they would want to meet with you, we recommend you try and make the suggested time and date if at all possible.

The tone of the letter will mostly be nice and polite. If it is not, please report this to Immigration Equality—as you should not chastise a Member of Congress, they should not chastise you.

You should read the response carefully and consider how you will want to respond, if at all. If they report in the letter that they intend to act favorably by cosponsoring or by voting for the bill, we **strongly** suggest that you send a follow-up thank you letter.

4.3 Follow-up

How you follow-up will depend heavily upon the nature of your original “ask.” If you requested the Member support a bill and he or she says they are in favor you should send a nice thank you note. Here are some other tips on catering your response:

- Always look for common ground and thank them for their position with which you agree
- Be respectful
- Remind them that you are a voter and if you have a strong voting record do not be afraid to say so
- If you voted for them in the past, mention it, it cannot hurt
- Don’t be afraid to ask them to reconsider their position

If you have requested a meeting with your Member of Congress and they write confirming the meeting make sure you are prepared. Call Immigration Equality and make sure you read section 5 of this kit.

5.0 Constituent Meeting, Today's the Day

5.1 Meeting with a Member of Congress: the Basics

When the day of your meeting arrives, remember that the most important thing you can do is tell your story. You are not expected to know all the details of the Uniting American Families Act, how many cosponsors the bill has, who's likely to vote for the bill when it comes up for a vote—that's our job. Your task is to convey the hardships of current policy on you the individual, and on your family.

Bring pictures, it's really helps. If you have pictures of you as a couple, or you with children, or with your parents, that's ideal.

Dress nicely.

Make sure you have Immigration Equality's contact information so that you can refer them to us if any questions should arise.

Relax. You'll be great and remember, you're talking about you and your family so don't be nervous. You are the expert on you!

5.2 How to Conduct a Meeting

Be there 5-10 minutes ahead of the meeting if you can. If you are late, call ahead and let them know you are running late.

When you arrive at the office give the person at the front desk your name. Tell this person with whom you have a meeting. You will be called into an office when the staff member of Member of Congress is ready for you.

Here is the basic framework of the meeting:

Introductions: this is when you say your name, who you are, and tell them a bit about yourself. This is the most casual part of the meeting. Try a little small talk about your neighborhood, talk about the traffic or the weather, just something to ease the mood a bit and make the meeting seem less formal and rigid. Sports teams and their woes or successes work well too! Keep introductions to a minute or two.

Your story: you should begin the more formal part of the meeting by thanking them for giving you this opportunity. Tell them a bit about yourself, including about your family members, your parents, children, etc. Tell them the hardships you have had trying to create a life with your partner and how immigration laws have hindered that effort. Tell them how this makes you feel. Be specific. This should take up the most time in the meeting. Try to manage your story to be around 5 minutes.

The ask: begin this by talking about how the Uniting American Families Act would help you. Tell them why you would like them to support the bill. Then ask them to support it. Say something to the effect of, "I've come here today to tell you my story and to ask for

your support on the Uniting American Families Act.” Try to limit this portion to less than a minute.

Be silent: after you have asked for their support, be silent and wait for them to respond. This part can get a bit uncomfortable, but be respectful and hear what the staff member or Member of Congress says. Take notes.

Respond: thank the staff member or Member of Congress for their support. If they do not support, thank them for sharing their views with you. If you are asked questions, it’s ok to respond. If you don’t know the answer, you should tell them that and ask if you can get back to them. This is a good way to make sure that you remain in touch beyond the meeting. Again, try and limit yourself to a minute or two.

It is highly unlikely that they will be argumentative or rude. If that happens, simply thank them for sharing their views and end the meeting.

End the meeting: you should end the meeting with your most important point so that you leave a lasting impression. It should be about your feelings and your family and how U.S. immigration laws are leaving you behind. We suggest something catchy such as: “my family counts and I hope you will agree with me by cosponsoring the Uniting American Families Act.”

Make sure you have the contact information (business card) of the Member of Congress or staff member and make sure they have your information.

5.3 Meeting Follow-up

Follow-up: the follow-up can be the most important part of the meeting. Send a thank you letter reiterating your main point and again asking them to cosponsor or vote favorably on the Uniting American Families Act. If they indicate that they will vote for the bill while in the meeting, thank them and make sure you tell Immigration Equality about the good news so we can register their cosponsorship.

Follow-up also means getting in touch with Immigration Equality. Fill out the lobby report attached to this kit and send it to Immigration Equality either by fax 212.714.2973 or via email to adamf@immigrationequality.org

6.0 We Are a Resource

If you are feeling overwhelmed by all the information in this kit, don't worry. We're here to help. Give us a call or send an email and we'll try and answer your questions. This kit is intended to be a resource, but so are we, so don't be afraid to give us a ring.

Our Website: www.immigrationequality.org

Our phone: 212.714.2904

Our email: info@immigrationequality.org

Our fax: 212.714.2973

6.1 Sample Letter to Cosponsor the Uniting American Families Act

[Your Name]
123 Street Apt. 1
City, State, Zip

Original Sent by Facsimile (or email)
Honorable (Member's Name)
U.S. Senate (or U.S. House of Representatives)
Washington, DC 20515

Re: the Uniting American Families Act

Dear Senator (or Representative)[Member's Last Name]:

I am writing today to request that you cosponsor the Uniting American Families Act, a bill currently pending before Congress. The Uniting American Families Act would allow a U.S. citizen or permanent resident to sponsor their same-sex partner for immigration benefits. Despite the guiding principle of "family unification" governing U.S. immigration policy, this benefit is currently denied to same-sex partnerships.

[Your story, at most two paragraphs]

As your constituent I ask that you take a stand for my family and cosponsor the Uniting American Families Act. U.S. immigration policy should live up to its promise to unite, not divide families. Thank you for your consideration on this important matter and I look forward to hearing from you.

Sincerely,

[Your Name]

6.2 Sample Thank You Letter

[Your Name]
123 Street Apt. 1
City, State, Zip

Original Sent by Facsimile (or email)
Honorable (Member's Last Name)
U.S. Senate (or U.S. House of Representatives)
Washington, DC 20515

Re: **the Uniting American Families Act**

Dear Senator (or Representative) Smith:

I write to express my thanks and gratitude for cosponsoring the Uniting American Families Act. This bill is very important for me and my family and I am pleased that you support its goal of uniting, not dividing families under U.S. immigration policy.

As your constituent I want again **thank you** for supporting equality for all families.

Sincerely,

[Your Name]

6.3 Sample Letter to Request a Meeting

[Your Name]
123 Street Apt. 1
City, State, Zip

Original Sent by Facsimile (or email)
Honorable (Member's Last Name)
U.S. Senate (or U.S. House of Representatives)
Washington, DC 20515

Re: **Meeting Request**

Dear Senator (or Representative) Smith:

I write to you to request a meeting to discuss the Uniting American Families Act. As your constituent I would like to explain the importance of this legislation to you and hear your opinions thereon. **I would like to suggest a meeting for [insert date(s) and time availability]. If there is an alternative time you are available please let me know.**

Briefly, I would like to tell you the hardships the current immigration policy has meant for me and for my family. [Insert four or five sentences about your situation]

Thank you for your time in this important matter. I look forward to hearing about the possibility of meeting with you to share further details about how immigration laws have affected my family. Additionally, I look forward to hearing your thoughts on this matter.

Sincerely,

[Your Name]

6.4 Lobby Visit Report Form

IMMIGRATION EQUALITY

LOBBY VISIT REPORT FORM

Date of visit: ___/___/___

Name of Participant

Address

Email address

Phone Number

Office lobbied: Rep. Sen. _____ State: _____ District: _____

Was the member of Congress present? (circle one) Yes No

Congressional staff present (name and title):

Issue(s) covered:

What commitments were made by the Congressional office? *(Please note who made them and any dates for response.)*

What commitments were made by your group? *(Please note who made them and any dates for response.)*

What was the tone of the meeting? Were there any particular problems, issues raised, information needs, or advice that would help move this Member in future lobbying?

Return this form via fax or email to Adam Francoeur, Immigration Equality, 40 Exchange Place, 17th Floor, New York, NY 10005. Fax 212.714.2973 or via email

Email: adamf@immigrationequality.org

6.5 “Day of” Checklist

Logistics

- The address of the meeting
- The proper time for the meeting
- The name of the person with whom you’re meeting

Take These With you

- A copy of your original meeting request letter
- A pen and notepad to take notes if necessary
- A business card or something to leave behind with your contact information
- A picture of your partner, or you and your partner, or you, your partner, and your extended family
- Tissues
- Immigration Equality’s contact information should any questions you are unable to answer arise

To Have Prepared Ahead of Time

- Practice telling your story, try and limit it to a few minutes. Try and remain calm and deliberate.
- Practice your “ask”
- Practice the entire meeting with someone to try and limit yourself to less than 7 minutes.

Remember, you can always call Immigration Equality if you have any last minute questions. But you’ll be great and have confidence! Remember, Your Family Counts Too!

Our Website: www.immigrationequality.org

Our phone: 212.714.2904

Our email: info@immigrationequality.org

Our fax: 212.714.2973