**STATE ALLIANCE & YOUTH ADVOCATE CALL | CHECKLIST**

To ensure that Youth Advocates have connected and strategized with their State Alliances prior to National Advocacy Days, we ask that Youth and Government State Directors help schedule a call with their Youth Advocates and appropriate State Alliance representatives to review and respond to the items on the checklist below.

We ask that all states schedule and complete their calls **by the end of January**.

Scheduling this call by the end of January will ensure that your Youth Advocates can complete their third and final assignment in February – drafting their Hill Meeting Action Plans, which will take into account many of the **responses they record from this call.**

* Youth Advocate Introductions & Y-Stories
* State Alliance/CEO/Board/YMCA Staff Introductions & Y-Stories
* Overview of State Alliance Structure & Roles – how does your State Alliance function and serve the Y’s in your state?
* Youth Advocates request and/or receive informational materials on your State Alliance that will help you better understand the impact of the Y across your state.

These materials can include, but are not limited to: State Alliance Community Benefit Statement, Handouts/Brochures, Annual Reports, etc.

* Your state has 2 US Senators and (Your State’s #) US Representatives.

You have time on Tuesday (3/5) and Wednesday (3/6) of Advocacy Days to schedule Hill Meetings with their offices. Some states will have time to request meetings with all offices, while larger states will strategically focus on a smaller group of offices.

Our State Alliance will be **requesting meetings** (we know some may not get scheduled) with the following Senators and Representatives:

(List Here)

**Note:** As meetings are confirmed closer to Advocacy Days, **please share** the meeting dates, times, and locations with your Youth Advocates for their action plans.

* If your state requests a meeting with the US Representative who represents one of your Youth Advocates, would you like your Youth Advocate to assist in the request?

Examples: Adding their name to your meeting request as a constituent, or having the Youth Advocate send the request email to staff.

* Will your State Alliance attend all meetings together as one group, or will you be breaking-up into teams to visit more offices? (Make sure Youth Advocates know which team they are with if you divide and conquer).

**Youth Advocate Role During Hill Meetings**

During our third and final Training Call in early February, Youth Advocates will learn about our 2019 Y-USA Federal Legislative Priorities. Each Youth Advocate will then select one (1) priority that they’d like to research and advocate for in their Hill Meeting Action Plan.

They will weave their priority into the “script” they prepare as part of their action plans to share during meetings: Youth Advocates will outline their personal Y-Story, explain how their story connects to their chosen priority, then transition to the “ask” for that priority.

Note: Some alliances allow Youth Advocates to talk about their chosen priority by themselves, while other alliances use the Youth Advocate portion as an introduction to the priority, then segue to input from additional members of their delegation. We encourage each state to choose the strategy that works best for them!

In addition to this role during your Hill Meetings, here are a few other questions to discuss on the call that will better prepare your Youth Advocates for Hill Meetings:

* Do you have any **state or local association priorities** that your alliance wants to address in your Hill Meetings at National Advocacy Days? Discuss them so Youth Advocates can be prepared to understand each one when they’re mentioned during Advocacy Days.
* Do Youth Advocates have any personal connections or experiences related to these state/local priorities that they’d like to talk about during Hill Meetings? If so, would you like your Youth Advocates to take any role in talking about these priorities?
* Do you have any **special requests** or **specific topics** that your state hopes to bring-up while meeting with a specific Senator or Representative?
* How would you like your Hill Meetings to flow? Example questions: Will someone leadoff meetings? Is there an order to priorities? When would you like Youth Advocates to take their turns speaking on their story and/or priority?

Remember that your alliances will also have time at Advocacy Days to review the flow of meetings with Youth Advocates and other members of your delegation, so your responses to this question can just be your initial preferences.

Have questions about this checklist or any other Youth Advocate assignments? Please email Derek Summerville at derek@ymcayag.org.

Have questions about Advocacy Days and Youth Advocate Program logistics? Please email Elena Rocha at elena.rocha@ymca.net.