

Re: Updated CD leader information Package.

Introduction: Thank you for being a congressional district (CD) leader for the NRLN. This assignment can be as much as you want to make. It can be as little as responding to Action Alerts from the NRLN to posting comments on your members of Congress' social media pages, writing letters to the editors, or interacting often with his or her offices while providing them our positions on issues.

A lot has changed in the methods and tools available to us in the last year or so. They include:

1. **Our website has been modified to allow easier action by all.**
<https://www.nrln.org/index.html>
2. **A more powerful enabling Legislative Action Network** which makes it easy to use social media tools, sending an e-mail to any Representative or Senator via ours or "his" site. Start here <https://www.nrln.org/SE.html/congresslegs.html#/legislators/> and once you get to your Representative or Senator you can pick your contact tool



shown next to his or her picture. The last two are for sending notes or letters. I prefer the green one to the black one as it is often less restrictive. (On the bottom of same page is the rep's report card on bills we support.)

3. **In addition to our web page, a new NRLN Facebook page has been added**
<https://www.facebook.com/NRLN1> that allows anyone to get our latest news.

Feel free to share all this with your friends and invite them to try our tools out. They may want to join us when they see how easy it is to give a view to their representatives.

An NRLN Information folder is attached. In addition, the following material provides a lot of useful information for you, particularly if you want to go beyond responding to Action Alerts.

We have members in all CDs in the country and have about 77% covered with leaders like you. Again, thanks for being a CD leader.

Bob Martina

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PS: Always respond to NRLN action Alerts, the latest at <https://www.nrln.org/SE.html#/>

The below will provide general information on this assignment.

A. General information on being a CD leader and some web sites that may help such as congressional local offices. (see section A below)

B. How to deal with members of Congress/their staffs (see section B below)

C. Basic Handout package for members of Congress/Staff

a) Talking points about the NRLN - What organizations are in it and our goals. (See section 3A below)

b) NRLN 2018 Top Initiatives – go to <http://www.nrln.org> under Legislative Action. <https://www.nrln.org/documents/NRLN%20Legislative%20Agenda.pdf>

c) Talking points for these issues can be found at <https://www.nrln.org/talking.exec.sums.html> . Occasionally there will be other specific issue talking points that will be provided.

D. Optional Handouts- Available from NRLN but **not transmitted here.** – pdf documents

c) **NRLN Legislative Agenda** <http://www.nrln.org> under Legislative Action.

d) **Executive Summaries** of major issue white papers are the first one to three pages as listed below. These executive summaries are all that is normally handed out on the issues. They contain links to the full document. (these are often handed out with 3 a) and 3b)

e) **The complete “White Papers”** example [Protecting Retirees in Mergers, Acquisitions & Spin-offs](https://www.nrln.org/pvtflyin.html) These are available on <https://www.nrln.org/pvtflyin.html>

E. Summary of methods of influencing Congress–website for;

<https://www.nrln.org/documents/NRLN%20Choose%20Your%20Method%20to%20Influence%20Congress.pdf>

You can talk about what your experience has been and what your concerns are. Most of us can talk about benefits lost, broken promises, and concerns with bankruptcy.

More for sections A, B ,and C a)

A. General Information package for Congressional District, and State Leaders

Here is a data package to help you get started. . A lot of it is just websites/tools that will make things easier for you. The key parts are your retiree organization and the NRLN websites . By going there and getting the 2016 Legislative Agenda you'll be brought up to date. **If you are not already, please sign up for the Action Alerts on the NRLN web site.** This is our prime method of getting out the action items.

In general the responsibilities include:

- 1. Prime - send e-mails to Representatives and Senators, particularly when you receive an Action Alerts from the NRLN. If you can do more, great.**

More important for 2018 as we push for legislative action.

2. **Contact the local offices of your members of Congress on our positions.** Make/continue personal contact with them. Discuss position paper executive summaries and provide links whole documents. This may include special requests to do from the NRLN .

Other actions you may take: See this web site for more guidance

<http://www.nrln.org/documents/NRLN%20Choose%20Your%20Method%20to%20Influence%20Congress.pdf>

3. **Attend "town hall" meetings with members of Congress.** These can be found by calling his local office.
4. **Consider having a small group coffee** with or without the Representative or Senator or a member of his staff at your house or elsewhere.
5. **Write editorials or Letters to the Editor on these issues,** urging Congress to support our position and pass legislation.
6. **Facebook, YouTube or Twitter account:** Almost all Representative and Senators have Facebook and Twitter accounts. Find his links starting here
<https://www.nrln.org/SE.html/congresslegs.html#/legislators/>



Pick out your state on the map and then who you want to send a message to on the state page

You then, next to his picture, have five methods to send him a message.



Send him a short message expressing your opinion. This is an easy way to send a quick message! via Facebook allows links to be inserted in the message (such as position papers)

Example : "Why are not you supporting bill XXX? . For more information on the bill, click on the bill number. "

7. **Encourage other retirees in your congressional district to sign onto The NRLN web site** (<http://www.nrln.org>) or the NRLN Facebook page <https://www.facebook.com/NRLN1> and to contact their legislators. They also should be encouraged to join their company retiree organization and the NRLN.

Information Sources

Your Representative's and Senators' position on bills impacting retirees: Go to the NRLN web site <https://www.nrln.org/SE.html/congresslegs.html#/legislators/> pick out your state and then who you want to address;

1. Scrolling down you'll see their position in relation to the NRLN's.
2. **Congressional Contacts:** Start at the same one. Contacts and location offices are shown when you've reached your Representative.
3. **Congressional District lookup** - A site to determine CD by member street address by zip code is <http://www.house.gov/representatives/find/> .

4.. Guidelines for Congressional District (CD) leaders and NRLN Legislative Agenda Major Initiatives (see p2) - *The full tour is indicated but the prime job is sending e-mails via the NRLN Web site and occasionally providing papers to the Representative and Senators. - If one can do more, great.*

5. NRLN Web Site <http://www.nrln.org/> **Important!!**

a - **2018 NRLN Legislative Agenda - Always use the current version**

<http://www.nrln.org/documents/NRLN%20Legislative%20Agenda.pdf>

This is the basis for many of our current talking points. It should be checked periodically as it can change..

b - **Action Alerts** <http://www.nrln.org/> **look for the flashing red Action Alert icon.**

c - **Signup for NRLN E-mails and Action Alerts if you are not already getting them.**

B. How to deal with congressman/their staffs

Congressional District Meetings with your Representative

I. Be knowledgeable of your Representative.

- a. Boundaries for Congressional District. 115th congress
Example: <https://www.census.gov/geo/maps-data/maps/reference-cd115.html> pick your state from the menu – excellent detail

Representatives Personal History: Google Representative's Name, (one website is the Wikipedia, a free encyclopedia which normally shows pros and cons)
- b. Go directly to your Representative's web site to learn committees, position on retiree issue, and sometimes Town Hall meetings. Sign up to receive their newsletter. Start here <https://www.nrln.org/SE.html/congresslegs.html#/legislators/> then **www** icon
- c. Look at his "Report Card" on our bills we support. It is available from the same page starting here <https://www.nrln.org/SE.html/congresslegs.html#/legislators/> as shown in A6 previously, at the bottom of his page. The whole state delegation report card can be downloaded from the icon shown near the top right of his/her page.

II. Contact your Representative's local office

Identify yourself and who you represent (NRLN). Request the name, and email address of the scheduler that you can contact to request a meeting with the:

- a. Representative to discuss the NRLN organization and to share the NRLN Legislative Initiatives.
- b. Send an email to the scheduler or local staff member requesting a meeting, the purpose of the meeting, who will be attending. Always request a meeting directly with the Representative. If they are not available ask to meet with the appropriate staff person.
- c. Check your list of other NRLN Grassroots members in your district; call to see if they could attend the meeting with you. Call your state or regional director if you want a list.

III. Prepare Handout Package for Meeting with Representative/Staff

- a. Prepare a cover letter – Who you are and who the NRLN represents and mission, purpose of the meeting and actions you would like the representative/staffer to do (co-sponsor or sponsor a pending legislation).
- b. Attach any supporting documents from nrln.org (NRLN Talking Points, NRLN Legislative Initiatives, NRLN White Papers, and pending Legislation. Be sure to include your business card.

IV. Meeting:

- a. Identify yourself by giving them your *business card
- b. Explain your retiree organization is an affiliate of the NRLN which embraces the interests "x" number of (Your Organization) retirees and their dependents in the district or state and of about two 2 million retirees and their dependents nationally. The NRLN is a non-partisan coalition of retiree organizations and NRLN Chapters

solely dedicated to protecting the pension plans and earned benefits of its nearly 2 million members.

- c. Discuss the points you have in your handout.
- d. Ask him/her to take specific action that you have listed in your cover letter.
- e. This is an excellent time to bridge with the Representative's Legislative Director located in Washington, D.C. Ask for this person's name, email address. Offer to send a re-cap of this meeting to them. In the future you will keep the local staff person and the Washington, D. C. informed of all "NRLN Action Alerts" you receive.
- f. Follow up with a thank you email and follow-up on the actions you have requested.
- g. If possible, send out an email to all NRLN Grassroots members in your Congressional District about your meeting.

*Grassroots Congressional District Leaders when authorized by the state or district leader may be emailed a (Your Organization)/NRLN business card template that can be printed from your computer on calling card stock or printed at a place such as Kinkos or Office Depot.

C a) NRLN Overview and Organizations



NRLN is a coalition of 31 associations advocating the rights of more than 2 million American retirees from these companies...

Based in Washington, D.C., the National Retiree Legislative Network (NRLN) is the only nationwide organization solely dedicated to representing the interests of retirees and future retirees. Formed in 2002, the NRLN's endeavors to secure federal legislation to protect retirees' employer-sponsored pensions and benefits in addition to keeping Social Security and Medicare strong. The NRLN is a non-partisan, grassroots coalition representing more than 2 million retirees who came to the NRLN from nearly 200 different U.S. corporations and public entities. Our members lobby on behalf of retirees in a majority of U.S. Congressional Districts across the country. They are working together as NRLN Individual Members, Retiree Associations and Chapters to preserve the retirement benefits they earned during their many years of employment.

The mission of the National Retiree Legislative Network is to develop, identify and rally support for federal legislation that guarantees fair and equitable treatment of retirees and future retirees. We work to protect earned employer-sponsored pensions and benefit plans and Medicare and Social Security. We fervently endeavor to preserve and/or improve provisions of those programs, and related legislation supporting them, that Americans worked many years to earn and expected to be available throughout their retirement. It is important that we protect the real income and economic security of retirees. We will oppose legislation and regulations that will do harm to the quality of retirement life.

As a non-partisan coalition of retiree associations and individual members from across America we utilize the strength of our Board of Directors, company association leaders, individual members, Washington, DC staff, national allies and our Grassroots Network members from all 50 states to represent and lobby for the interests of the millions of men and women who retired from the private and public sectors.

MEMBER ASSOCIATIONS AND CHAPTERS OF THE NRLN

See list of at: <https://www.nrln.org/about-us.html#organizations>