

Tips for Writing Your Elected Officials

Writing your elected officials is an easy way to raise awareness and raise your voice for the issues affecting the COPD community. On the Action Center you can find many pre-written letters addressing current legislation and patient-focused issues. You can easily edit those letters or send them as is but if you are looking for a challenge we welcome you to write your own letter to your elected officials. As state captains we hope you will take the time to encourage others in your family or others with COPD in your community to visit the Action Center and write to their own legislators. Writing a non-form letter can be one way to begin a relationship with your elected officials and then you may wish to consider requesting a meeting with them in their district offices.

Below are some quick pointers for writing your own letter and remember you can always ask the advocacy staff to help you!

Know Your Ask

- You are writing for a specific purpose (to introduce yourself and COPD or to ask that they support a particular bill)
- Use the specific bill number if you can
- Clearly state your ask "I would like you to support HR 460, the Patient Access to Treatments Act, because..."
- Support your ask with statistics, personal experience, and background info
- Open and close the letter with the ask

Make It Personal

- Identify yourself as a constituent
- Identify yourself as a member of the COPD community and explain if you are a patient, caregiver, healthcare provider ect
- Use your story and experiences to support your ask
- Include your name and contact information so you can receive a response

Stay On Message

- Clearly identify the issue
- Keep the letter short and concise, less than 1 page
- Don't try to cover multiple topics, stick to the rule: 1 letter, 1 ask