



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

DEMOCRACY MUST BE LEARNED BY EACH GENERATION

**Lobbyist
Handbook**



2020-2021

WELCOME TO THE LOBBYIST PROGRAM!

What are Lobbyists? Lobbyists are a source of information concerning specific areas of interest to legislators and other bureaucrats.

There are too many bills introduced each year for a member of the legislature to adequately understand the proposal outlined in each individual bill. The Legislators often rely on Lobbyists to give them a complete synopsis of a specific bill so that they may cast an educated vote. The main goal of a lobbyist is to make sure a bill gets passed or defeated depending on their clients' interests.

Your mission as a lobbyist in Youth and Government is similar – persuade the legislators to pass or defeat legislation that impacts the organization you are representing. You will spend time researching the bills to find the ones that align with your clients' interests, persuade the authors of those bills to 'hire' you to lobby for the passage of those bills. You will receive points for certain activities, and at the end of the Assembly, we will name the Most Effectively Lobbyists for this program year based on the points earned.

The sections that follow in this handbook contain the most important information that an effective Lobbyist must know. Many of these points will be covered in the Pre- Legislative sessions. If you have any questions on this material, please check with your Advisor or with the Lobbyist Trainer at either of the Pre-Legislative Sessions (Pre-Legs) or at Assembly, or at one of the pre-conference trainings that will be available.

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Lobbyist Background Information

Lobbying

Lobbying is the act of attempting to influence decisions made by officials in a government.

The Lobbyist's mission is always the same: find the levers of power, and define, refine, shape, hone, blunt, direct, divert -- in short, influence -- legislation to their client's will.

Lobbyists influence is most effective when providing details, facts and outcomes. They build relationships with decision makers and provide expert witness testimony on issues to advance their agenda.

Professional vs. Youth & Government Lobbyists

A professional Lobbyist is lobbying for a living. They advocate for or against bills that their client or the company/organization they work for have a vested interest in.

A Y&G Lobbyists will choose an organization and lobby for/against bills that meet their legislative agenda. Instead of being paid in \$\$\$, lobbying activities will earn points towards the Most Effective Lobbyist title.

The Lobbyist with the most points will be the Most Effective Lobbyist and gain political clout over the course of the General Assembly.

Both professional Lobbyists and Youth & Government Lobbyists are most effective when they use facts, data and build good relationships with people to advance their legislative agenda.

Qualifications

Students may register as a Lobbyist as a Sophomore, Junior or Senior.

Y&G Colors

Youth and Government has 3 separate legislatures: Blue, Gray and Orange. Lobbyists will be assigned one of these colors and will compete with the Lobbyists in this color for Most Effective Lobbyist through a point system.

Organizations and Legislative Agendas

Organizations

Lobbyists typically lobby for areas of their own personal interest and for causes they are passionate about.

Y&G Lobbyists will research a minimum of three (3) organizations on the list in this handbook to determine which organization matches the Lobbyist's interests. (See Organization Research Worksheet Form – due October 30 – research 3 organizations).

This research should include

- reading about the organizations,
- talking to their internal government affairs team about their priorities,
- reading news articles about their lobbying efforts

After review of the bills that are going to be presented for this year, and after some thorough research a Lobbyist should be able to identify the one organization that is the best match for their own legislative agenda and can choose the organization they are aligned to for the Y&G program year. Only one organization should be chosen.

Legislative Agenda

After selecting the organization that you are going to represent as a Lobbyist, you will develop a Legislative Agenda.

This document will include information about the organization, data to support your priorities, and a list of the types of bills you will support and oppose at the Springfield weekend.

This Legislative Agenda will be published for all the legislators in your assigned color. Legislators should be looking for Lobbyists who can testify in support of their bill with facts and for Lobbyists who can help them kill a bill that they disagree with. This document should be clearly written to help Lobbyists and Legislators find each other to make successful coalitions.

See the Lobbyist Legislative Agenda form in the Appendix for details. A draft Legislative Agenda is due at the December Sectionals Pre-Leg for feedback. Use the form link on the website to complete the Agenda. A final agenda is due at January 15.

Lobbyist Schedule

Program year The Youth & Government Program year begins in September and ends in March. This is a summary of Lobbyist activities that should occur throughout the program year. There are 3 major events a year: November Regional Pre-Legs (Pre-Leg I), December Sectional Pre-Leg (Pre-Leg II) and March State General Assembly.

September - October

- Review what a lobbyist does.
- Research 3 of the organizations with provided worksheet (see attached **Organization Research Worksheet; use form on the website to complete**).
- Select organization you are going to represent.
- Start drafting your Legislative Agenda.

November Regional Pre-Leg (Pre-Leg I)

- Bring research worksheets and identify the organization you selected to represent and why.
- Training on writing an agenda and doing research (see attached **Lobbyist Legislative Agenda; use form on the website to complete**)
- Assistant Director declarations due for each color. Need 3 Assistant Directors from each region, will be elected in December. There will be a Campaign Forum to talk about the offices on October 5 for any interested students!

November Refine Legislative Agenda

December Sectional Pre-Leg

- Submit drafted Legislative Agenda for feedback.
- Practice slip (oral and written testimony).
- Learn about documentation for points (Lobbyist Activity Documentation Form Attached)
- Elect 3 Assistant Directors from each region and nominate an EDL for each region.
- Learn about Special Committee Bill process.

December - January

- Complete final draft of Lobbyist Legislative Agenda and submit by 2nd Registration Deadline.
- Write a **Special Committee Bill** and submit by end of January. (Optional)

Continued on next page

Lobbyist Schedule, Continued

- February – March
- Interview a professional lobbyist for extra points and document.
 - Practice lobbying with legislators from your delegation.
 - Read bills online and draft a minimum 5 Slips for written testimony in your color. Look at the website for the Slip form.
 - Special Committee Bills can be written, but will not be published in the billbook if submitted to Y&G after February 1st. Use form on the website to submit.
 - Develop a promotional handout to explain your organization and Legislative Agenda. (Check this handbook for samples.)
 - There will be a lobbyist training session virtually before Assembly.

- General Assembly**
- Lobbyist meeting at Assembly with professional Lobbyists for tips
 - Lobbyist training
 - Lobbyist Hospitality Events with legislators
 - Turn in documentation to your Assistant Directors for points.
 - Slips in Committees of your assigned color.
 - Lobby legislators during breaks
 - Lobbying activity all day
 - Special Committee sessions
 - Summary writing
 - Announcement of Most Effective Lobbyist at the Closing Session
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Lobbying Activities

How to Lobby? Lobbyists can affect the outcome of a bill by using different lobbying tactics explained here. Any Lobbying activities that can be awarded points towards the Most Effective Lobbyist competition must be documented and submitted.

Activity	Details	Documentation
Slip (Written)	<ul style="list-style-type: none"> • Lobbyist completes a written slip for, against, or neutral for a bill using form on website. • The Lobbyist submits the Slip to the Committee Chair for a bill. • The Committee Chair will read the testimony for the Lobbyist in their absence from the committee. 	Slip form must be verified by Committee Chair and submitted to Committee Advisors.
Slip (Oral)	<ul style="list-style-type: none"> • Lobbyist completes a slip for, against, or neutral on a bill using the form on the website. • The Lobbyist submits the Slip to the Committee Chair for a bill. • The Committee Chair will call on the Lobbyist to provide oral testimony during debate on the bill. • The committee legislators may ask questions of the Lobbyists about their testimony. 	Slip form must be verified by Committee Chair and submitted to Committee Advisors.
Slip (Amendment)	<ul style="list-style-type: none"> • Lobbyist completes a slip recommending amendment language for a bill using the form on the website. • Lobbyist submits to Committee Chair for a bill. • Committee Chair may entertain a motion to adopt the amendment in the committee. <p><i>Note: Points earned only if amendment passes the committee.</i></p>	Slip form must be verified by Committee Chair and submitted to Committee Advisors.
Lobbying a Legislator (Senate or House)	<ul style="list-style-type: none"> • A Lobbyist should talk to Senators and Representatives about their Legislative Agenda and lobby them regarding bills that are in their color at any time they have the chance. • Times and means of communication will vary. <p><i>Note: Points earned only for lobbying legislators from another delegation than your own. Bonus Points for 5+ meetings per day.</i></p>	Lobbyist Activity Documentation form verified by the Senator or Representative you lobbied. Submitted to Assistant Director of Lobbyists.

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Lobbyist Activities Continued

Activity	Details	Documentation
Lobbying the Governor or their designee	<ul style="list-style-type: none"> • A Lobbyist should schedule a meeting with the Governor or their designee about their Legislative Agenda and bills in their color they feel strongly about. • A designee could be the Lt. Governor, Chief of Staff or someone else the Governor assigns to meet with you. 	Lobbyist Activity Documentation form verified by the Governor or designee lobbied. Submitted to Assistant Director of Lobbyists.
Lobbyist Hospitality Events	<ul style="list-style-type: none"> • There will be 2 Lobbyists Hospitality Events with legislators • Invite legislators to attend that you want to lobby about a bill and your agenda. <p><i>Note: Lobbyist earn bonus points for inviting a legislator from another delegation who attends.</i></p>	There will be a sign-in sheet/form to submit to document who was there and who invited them.
Interviewed by Media	<ul style="list-style-type: none"> • Lobbyists who are interviewed by the Newspaper Press or Video Press to promote their legislative agenda or about a particular bill. <p><i>Note: Bonus points are earned if the story is published or broadcast.</i></p>	Lobbyist Activity Documentation form verified by the media. Submitted to Assistant Director of Lobbyists.
Publishes a Handout about their Legislative Agenda	<ul style="list-style-type: none"> • Publish an informational handout about your organization and legislative agenda with your contact information. • Give/send your handout to Legislators and ask them to contact you to slip for and/or against bills in their committee. 	A sample is in this handbook. Provide a published copy to the Assistant Director of Lobbyists.
Meet with a professional Lobbyist about your agenda	<ul style="list-style-type: none"> • Ask for help from a professional Lobbyist for facts, lobbyist strategies, and ideas about your agenda. • Contacting your organization's government affairs department to interview a professional will be a valuable resource for promoting your legislative agenda. <p><i>Note: This meeting should be completed before the March Assembly.</i></p>	Thank them for their time and expertise via email after the meeting. Submit documentation of the email to the Assistant Director of Lobbyist.

Most Effective Lobbyist Points

Introduction The point structure describes how Lobbyists earn points for their lobbying efforts. All points are tracked by the Assistant Directors of the Lobbyists. Any discrepancies are resolved by the Executive Director of the Lobbyists.

General Activity Some Lobbying activity earns points regardless of the outcome of the activity. These activities are detailed here.

Lobbyist Activity	Points
Testifies for/against a bill in committee	10
Slips for/against or neutral on a bill - (Written testimony)	10
Slips for/against or neutral on a bill - (Oral testimony)	20
Meets with a Representative for/against a bill from another delegation.	10
Meets with a Senator for/against a bill from another delegation.	15
Meets with Governor (or designee) for/against a bill.	30
Publishes an informational handout about their organization to promote their legislative agenda.	20
Serves as a Lobbyist Assistant Director – (Color)	40

Results Driven Activity Some Lobbying activity earns points based on the outcome of the activity. These activities are detailed here.

If Lobbyist...	Then...	Points
Writes a special committee bill	Submits to Y&G by February 1 st	30
	Submits after February 1 st	10
	Bill passes Special Committee	10
	Bill passes the House	10
	Bill passes the Senate	10
	Bill is signed by the Governor	40
Invites a Legislator to Lobbyist Reception	Legislator(s) attends (20 points / Legislator in attendance)	20
	Bonus Points - Legislator from another delegation attends	20
Interviewed by media about their legislative agenda or a particular bill.		20
	Bonus points if interview is published.	20
Meet/Interview with a real lobbyist about their legislative agenda	Documented evidence of meeting is required.	30
Daily lobbies 5 Legislators from other delegation(s) than own.	Bonus points awarded each day of Assembly	20/daily
Slips to recommend an amendment	Amendment passes committee	20

Leadership Positions

Leadership

The Lobbyists elect leaders that lead the lobbyists during the General Assembly. They are the Executive Director of the Lobbyists and the Assistant Directors of the Lobbyists.

Executive Director of the Lobbyist (EDL)

The highest ranking Lobbyist is the Executive Director of the Lobbyists (EDL). The EDL will perform the following functions:

- Help other Lobbyists find bills that meet their agenda and legislators to work with to promote their agenda.
 - Make the decision on any point's discrepancy in the Most Effective Lobbyist competition for all 3 colors.
 - Provide the press updates via release or press conference on the leaderboard for Most Effective Lobbyist daily for each color.
 - Announce the Most Effective Lobbyists at the Final Closing Session.
 - May lobby within any color for any bill, but will not be in the competition for Most Effective Lobbyist.
 - Assist Lobbyist in finding Committee Chairs to sponsor Special Committee Bills and Resolutions.
 - Provide report to Lobbyists during Summary meeting and lead any discussions for improvement.
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Executive Director of Lobbyist Election

- EDL candidates must declare their candidacy by completing the Candidate Application available online at ilymcayg.org under Registration.
 - Candidates will give speeches to the Lobbyist in their Regional and Sectional sessions (maximum 2 and 3 minutes respectively).
 - Each of the 3 Sectional sites may nominate one candidate for EDL. Only Lobbyists vote for EDL.
 - The EDL candidates (3 maximum) will attend Leadership Training before General Assembly.
 - EDL candidates will give speeches (3 minutes maximum) and one will be elected on the first day of Assembly by the Lobbyists to serve at the General Assembly.
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Leadership Positions, Continued

Assistant Directors

- These Lobbyists will manage the points documentation for their respective color.
 - They earn points for this Assistant Director role.
 - They will compete in the Most Effective Lobbyist competition.
 - Each color will have three (3) Assistant Directors to manage the points documentation for their Lobbyists and provide the daily leaderboard to the EDL.
-

Assistant Director (AD) Elections

- Lobbyist must declare their AD candidacy by November 14 by completing the Candidate Application.
 - Candidates will give a speech (maximum 2 minutes) to the Lobbyist at their December Sectional Pre-Leg. Only Lobbyists vote for Assistant Directors.
 - Each Sectional site will elect three (3) Assistant Directors.
 - Three (3) Assistant Directors will be assigned per color from the 9 elected statewide.
-

Special Committee Bills and Resolutions

Lobbyists' Written Bills

Lobbyists are encouraged to write a Special Committee Bill or Resolution for consideration. Lobbyist may only submit one (1) bill or resolution. This is an optional activity, but there are many points that may be earned for a Special Committee Bill. Resolutions do not earn points.

Since Lobbyists are not voting members of the General Assembly, their Bill or Resolution needs a Senate and House sponsor and at least one sponsor must be a Committee Chair.

Special Committee Bills

- Lobbyist writes a bill for consideration by the Special Committee.
- The Special Committee members are Committee Chairs from the particular color. The Committee is chaired by the Lt. Governor.
- The bill cannot be a bill passed by the previous year of Y&G and cannot be a bill that is already being considered by this year's delegates.
- If a bill has failed in the current year and is resubmitted to the Special Committee it must have "substantial changes" and a Bill Brief that details what has changed and why it failed previously.
 - The Lt. Governor decides if the change is "substantial" enough to consider the new bill.
 - 2/3 of the members of the committee present may vote to overturn the decision of the Lt. Governor.
- Bills passed out of Special Committee will receive special priority on the docket.

Note: Special Committee bills submitted prior to February 1st will be published in the Bill Book and Lobbyists earn bonus points for meeting the early deadline. Bills submitted after the deadline will be prioritized after those that meet the early deadline and Lobbyists will need to bring copies.

Resolutions

A resolution is also considered by the Special Committee, however the nature of a resolution is different than a bill.

- A resolution is used to honor a person, group, organization or commemorate a special event or occasion.
 - A resolution is intended to be a non-controversial item and should be used sparingly and only with positive intentions.
-

Deadlines & Forms

Check the schedule for deadlines and for the special committee session times. There are no exceptions for late submittals. The forms are in the appendix of this manual for Special Committee Bills and Resolutions.

Bill Flow

General Information

Each bill is assigned to one of the three (3) legislatures in January. You will focus on the bills in your assigned color (Blue, Gray or Orange). Bills will be available for review at www.ilymcavq.org in late February or early March.

- Each bill is assigned a committee in their color.
 - Each committee has House and Senate members. Bills must pass their committee to be considered by the House or Senate.
 - Each bill has a House and a Senate sponsor. Some bills have additional co-sponsors that could be Senators or Representatives.
 - Each bill is designated a House or Senate bill to signify which chamber of the General Assembly it will be assigned to first after being passed out of committee.
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How does the docket work?

The docket is a dynamic list of the bills and what order they will be debated in the House and the Senate.

- House bills start in the House. Senate bills start in the Senate.
 - When a bill passes the first chamber it moves to the next chamber for consideration.
 - If the bill is amended in one chamber, it must also pass the other chamber as amended before proceeding to the Governor.
 - When a bill passes both chambers in the same format (amended or not) it is sent to the Governor for approval.
 - If the Governor vetoes or amendatory vetoes a bill it returns to the chamber of origin for consideration of an override (3/5 needed) or acceptance of an amendatory veto. If overridden or acceptance of amendment is accepted, the bill proceeds to the other chamber for concurrence.
-

Where can I see the docket?

Every time action is taken on a bill (bill passes committee, passes House or Senate, amended, signed/amended/vetoed by Governor, etc.) the action is tracked by the Bill Flow Clerks in the Secretary of State's office.

The Secretary of State and Bill Flow Clerks manage the docket for each color and publish an updated docket throughout the assembly weekend.

Use the QR code provided near Assembly to see the docket at any time and the status of all bills in your color.

Committee Procedures

First Committee Session The objective of the first committee session is to give an overview of each bill to all members of that committee and to clarify any questions on the content of the bill. After this committee the members will vote on the priority (order) of the bills they want to debate.

Lobbyists who testify at these sessions can provide useful information and reasons why a bill should be a high priority bill or a low priority bill.

First Committee Session Details The following process will be used during the first committee session.

1. Roll Call of all attendees (Lobbyists must sign-in and out.)
2. Presentation of Slips to Committee Chair
3. Presentation of Bills - Sponsor introduces Bill and makes any amendments as appropriate in writing. (Only sponsors can make amendments during this session.)
4. Committee Chair opens public hearing and announces order Lobbyists will testify on this bill.
5. Lobbyists testify in support/against the bill.
6. Legislators ask questions regarding the Lobbyist testimony.
7. Committee Chair will read any written slips aloud for Lobbyists not in attendance.
8. Question and Answer among the committee members for clarification of content on the bill only. This is for understanding only and should not include any Pro/Con statements on the bill.

First Priority Vote Each committee will start this meeting by voting for the priority (order) of the bills for consideration to set the schedule for the weekend. This is a binding vote where each member ranks every bill in priority order. The bills voted Priority #1 and #2 will be debated directly after the results of the vote is announced.

***Note:** The only way this agenda may be changed is by Committee Members suspending the rules (2/3 vote to suspend the rules) and setting a new agenda. This motion can be made at any committee session.*

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Committee Procedures, Continued

Committee Sessions

Each committee meeting has the following basic structure:

1. Roll call of all attendees (Lobbyists must sign in and out)
 2. Presentation of Slips to Committee Chair
 3. Presentation of Bills in priority order – Sponsor introduces bill and moves bill due pass
 4. Committee Chair opens public hearing and announces order Lobbyists will testify on this bill.
 5. Lobbyists slip (oral) in support/against/neutral for the bill.
 6. Legislators ask questions regarding the Lobbyist testimony.
 7. Committee Chair reads any written slips aloud for Lobbyists not in attendance.
 8. Bill is open for General Debate for the Legislators in the committee.
 9. Action taken – bill can be amended, passed, passed as amended, tabled, postponed, or failed.
-

Committee Requirements

For each committee meeting, the committee is required to take action on not less than two (2) bills.

Each bill is given a minimum of twenty (20) minutes of debate time.

Slip (Amendment)

Before or during debate a Lobbyist may slip a recommended amendment to the Committee Chair. The amendment should improve the chances of the bill passing in a form that is good for the Lobbyist's Legislative Agenda. The exact amendment language must be included on the form.

The chair may entertain a motion to consider the Lobbyist's recommended amendment from one of the members of the committee. If the amendment passes the committee, the Lobbyist earns points in the Most Effective Lobbyist competition.

Questions and Answers

Q&A

Some frequently asked questions and answers are here for you. If you have additional questions, ask your Head Advisor or a Lobbyist Advisor.

Can I lobby for bills that aren't related to my legislative agenda?

Lobbyists can lobby for or against any bill they choose even if it doesn't have anything to do with their organization or written legislative agenda.

Please remember the most effective way to persuade someone to vote the way you want them to is to provide compelling facts and data to support your position. Lobbying with facts will get you further!

Can I lobby for bills outside my color?

You can lobby informally for bills outside of your assigned color. However, you are not allowed to testify (slip) in a committee outside of your own color. You will not earn points for lobbying activities outside of your color.

Do I have to write my entire slip?

You need to use the slip form any time you want to testify in committee. If you are providing oral testimony, you do not have to complete the details of your testimony. You must identify the bill details, but your testimony can be oral.

Why would I do a written vs. oral slip?

You may not be available in person to testify for every bill you are interested in as some may happen at the same time in different committees.

- A **written slip** gives you the opportunity to testify without being in the committee. However, it must be written out for someone else to read and you don't have the opportunity to answer any questions.
- An **oral slip** gives you the opportunity to provide your own emphasis in your testimony and answer questions of legislators.

Both slip methods have advantages and disadvantages. Use your time and resources wisely.

How do I know what committee to go to? Do you take attendance?

You will be asked to let the office know before Assembly what committees for sure you would like to attend, and you will be put on the attendance list for that committee. If you don't let us know beforehand, you should determine that on the first day of Assembly. If you aren't on an attendance list, you will be asked to sign in. You need to go to a committee session, even if you aren't lobbying for any bills, just to see the process. Who knows – after hearing debate you may find a bill you either want to lobby for or against!

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Questions and Answers, Continued

Will I get to testify/slip for every bill that I want to?

No. Debate time is limited and you can't be everywhere at every moment. Some bills may be more popular than others and the committee may limit the amount of Lobbyist testimony so the Legislators have ample time for debate. Committees must hear from an equal number of witnesses from both sides of a bill if they are available. Plan your time effectively.

How do I know when a bill will be debated in committee?

Each committee votes on a priority agenda for the weekend on the second committee session of Assembly based on the bill discussion at the first committee session. This schedule of bills and when they will be debated in committee will be available to you. It will be updated throughout Assembly with the progress of the bills in each committee.

Testifying at the first committee session for a bill you want to see as a high priority will be key to you having the opportunity to lobby for that bill ASAP.

Why are there more points for some activities vs. others?

We have assigned points to activities we expect to occur in varying amounts. Some activities are worth more than others (E.g., Lobbying a Senator vs. a Representative). There are almost twice as many House members as Senate members, so lobbying a Senator is worth more points.

Lobbyists are encouraged to complete the survey and provide feedback on the structure of this program and the point system so improvements can be made.

Why don't I earn points when I Lobby Legislators from my delegation?

Lobbyists should work with delegates from all over the state to promote their Legislative Agenda. It would be an unfair advantage for delegates from large delegations if they got points for talking to people they already knew. This rule was to give all Lobbyists a fair competition for Most Effective Lobbyist.

You can use an invitation to the hospitality events for a legislator from your delegation, but your points double if they are not from your delegation and they attend. Just make sure they sign-in!

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Questions and Answers, Continued

How can I check the Most Effective Lobbyist Leaderboard?

The Assistant Directors for your color will be managing the points earned when they receive documentation about your lobbying activity submitted from these different sources:

- **Lobbyist:** promotional Handout, email confirming meeting with professional lobbyist, Lobbyist Activity Documentation, and articles from *The Observer*
- **Committee Chair Advisors:** completed slips (oral, written, and amendments) signed by the Committee Chairs or Lt. Governor for Special Committee
- **Lobbyist Advisors:** sign-in sheets from the hospitality events.

The Assistant Directors can provide you with an updated leaderboard. The Executive Director of the Lobbyist will provide press briefings daily on the leaderboard for each color.

If I disagree with the points earned or awarded, what can I do?

Any discrepancy on earning and awarding points will be at the discretion of the Executive Director of the Lobbyist. As with anything, providing useful data and facts will be most persuasive when talking with the EDL about these issues. The EDL will use the published point structure to guide their decisions. The EDL's decision is final.

Please provide feedback for improvement to the process after the assembly so we can continue to update the program for future Lobbyists.

What if there is a tie for Most Effective Lobbyist?

We will award and acknowledge both Lobbyists for their efforts and name them both Most Effective Lobbyist for their color.

Can I choose an Organization not on the Y&G list?

We attempted to provide a comprehensive list of organizations that would meet the needs of all Lobbyists. However, if you have researched an organization that is not on the Y&G approved list, you may submit a request to the Y&G Headquarters for approval of your organization by **November 10th**.

APPENDICES

Appendix A – Organization Research Worksheet – this is what the final form will look like. Complete using the form from the website.

Appendix B – Sample Lobbyist Legislative Agenda – this is what the final document will look like. Complete using the form from the website.

Appendix C – Sample Practice Slip – this information will be on a Google Form to complete. Form will be provided closer to Assembly date.

Appendix D – Sample Lobbyist Activity Documentation Form – this information will be on a Google form to complete. Form will be provided closer to Assembly date.

Appendix E – Sample Special Committee Bill - this is what the final document will look like. Complete using the form from the website.

Appendix F – Sample Resolution - this is what the final document will look like. Complete using the form from the website.

Appendix G – Sample Handout for Lobbyists to give to Legislators

Appendix H – List of Organizations

APPENDIX A

*To be completed using form from website
www.ilymcayg.org/students/help/ - scroll to Lobbyist Section*

ILLINOIS YMCA YOUTH AND GOVERNMENT Lobbyists' Organization Research Worksheet

Each Lobbyist must complete 3 worksheets (for three different organizations) and bring to the November Regional Training session:

Lobbyist Name: Jane Smith

Delegation: Springfield

Organization Name: Lutheran Social Services

What is the mission or vision of the organization?

Mission statement is to bring healing, justice and wholeness to people and communities. Provides care for most vulnerable residents including foster care residential programs for people with development disabilities...

What are the organization's current legislative priorities?

1. Funding for Foster Care
2. Rules regarding foster eligibility
3. Regulations for adoption
4. Funding for adoption support
5. Funding for residential programs

What information is available on the Secretary of State's website about this organization?

Articles of Incorporation; Certificate of Good Standing

What news article(s) have you found about this organization's lobbying activities?

"Foster Care Resources in Jeopardy", Chicago Tribune, July 1, 2017

"Assisted Care Residential Housing Closings in Illinois", Springfield Register, May 30, 2017

Contact this organization to learn more about their legislative agenda. What information did you learn?

Agenda included child welfare issues, and getting a state budget passed

How do this organization's goals fit with your personal legislative priorities?

I would like to support bills that focus on foster care and residential programs for people with developmental disabilities as the state isn't funding as much as it should for those issues.

Rank this organization as a potential client for you.

1st 2nd 3rd

Why did you rank this organization 1, 2 or 3?

I believe the organization is large enough and well supported to do the work I would like to support.

*To be completed using form from website
www.ilymca.org/students/help/ - scroll to Lobbyist Section*

**ILLINOIS YMCA YOUTH AND GOVERNMENT
SAMPLE LOBBYIST LEGISLATIVE AGENDA**

Lobbyist: Jane Smith

Delegation: Springfield

Organization Name: Lutheran Social Services

Organization Background:

(A concise description of the relevant legislative history that is of concern to this organization and the impact it has had in Illinois. Use facts, data and research.)

Lutheran Social Services works to provide services for children in foster care, crisis intervention and adoption support. Over 60% of the clients they serve earn less than \$15,000. However, it is necessary to rely on state funding, a great portion of which has not been provided due to the state budget impasse.

Position:

(Summarize the overall legislative position for this organization)

Lutheran Social Services works to provide services for child welfare, adoption services and support for all in the state who need these services.

Legislative Priorities:

(Identify 3-5 Legislative Priorities that will be your focus for this organization.)

1. Foster Child Care
2. Funding and support for residential opportunities for therapeutic fostercare
3. Post Adoptive Services
4. Pre Adoptive Services
5. Welfare Crisis Intervention



To be completed using form provided closer to Assembly date
Lobbyist Slip

A slip can be used to testify orally or in writing during a committee session. It can also be used to recommend an amendment to a particular bill.

Lobbyist Name			Delegation												
Bill # / Title															
Committee:			<input type="checkbox"/> Blue	<input type="checkbox"/> Gray	<input type="checkbox"/> Orange	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7			
Lobbyist Slips			<input type="checkbox"/> Support		<input type="checkbox"/> Oppose		<input type="checkbox"/> Amend								
Lobbyist Requests			<input type="checkbox"/> Oral Testimony				<input type="checkbox"/> Written Testimony								
<i>Written testimony or Recommended Amendment Language</i>															
Committee Session			<input type="checkbox"/> Friday Afternoon		<input type="checkbox"/> Friday Evening		<input type="checkbox"/> Saturday Morning			<input type="checkbox"/> Saturday Afternoon		<input type="checkbox"/> Saturday Evening			
Committee Chair Comments			<input type="checkbox"/> Accepted Slip		<input type="checkbox"/> Rejected Slip		Reason for comment:					<input type="checkbox"/> Slip made substantial comment		<input type="checkbox"/> Slip did not make substantial comment	
Committee Chair Signature															



APPENDIX D

To be completed using form provided closer to Assembly date

Sample Lobbyist Activity Documentation

All Lobbying activity must be documented and turned in to the Director for your color for points to be awarded.

Lobbyist Name (Printed)		Delegation	
Bill #/ Title		Chamber Color <input type="checkbox"/> Blue <input type="checkbox"/> Gray <input type="checkbox"/> Orange	
Time of meeting	:	<input type="checkbox"/> AM <input type="checkbox"/> PM	<input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday
Comment of Elected Official or Media Staff			
Name of Elected Official or Media Staff (Printed)			
Signature of Elected Official or Media Staff			
<input type="checkbox"/> Governor / Lt. Governor	<input type="checkbox"/> House	<input type="checkbox"/> Senate	<input type="checkbox"/> Media

APPENDIX E

*To be completed using form from website
www.ilymcaqg.org/students/help/ - scroll to Lobbyist Section*

SAMPLE LOBBYIST SPECIAL COMMITTEE BILL

**One Sponsor Must Be A
Committee Chair**

STATE OF ILLINOIS

**Seventy-Second Session Illinois
Youth Legislature**

Introduced by:

Sponsor:

House Sponsor:

Jane Doe

John Brown

Referred to Committee: Senate

Lobbyist fills in the color

_____ **Special Committee**

At the Request of:

(Fill in here the name of the Lobbyist who wrote this Bill)

Delegation: Mt. Vernon

A BILL

For an Act Amending Chapter 675, Section 1, of the Illinois Compiled Statutes, relating to tobacco use by persons under eighteen (18) years of age.

BE IT ENACTED BY THE YMCA YOUTH LEGISLATURE OF THE STATE OF ILLINOIS

1 Section I. No person under eighteen (18) years of age shall possess and/or use
2 any cigar, cigarette, smokeless tobacco, or tobacco in any of its forms.

3 Section II. Any person who violates this Act is guilty of a petty offense and for
4 the first offense shall be fined \$100 and be sentenced to perform ten (10) hours
5 of community service. Upon the third offense, the person's driver's license shall
6 be suspended for three (3) months. An additional three (3) months shall be
7 added to the suspension for each additional offense.

8 Section III. If a three-time offender has not yet received his/her driver's
9 license, the date which they are eligible to receive it shall be postponed three
10 (3) months.

11 Section IV. This Bill shall go into effect on June 1, 2021, upon the signature
12 of the Youth Governor of the State of Illinois.

APPENDIX F

*To be completed using form from website
www.ilymcayq.org/students/help/ - scroll to Lobbyist Section*

SAMPLE RESOLUTION

STATE OF ILLINOIS

**Seventy-Second Session Illinois
Youth Legislature**

**One Sponsor Must Be A
Committee Chair**

Introduced by:

Referred to Committee:

Senate Sponsor: Jane Doe

Lobbyist fills in the color

House Sponsor: John Buck

Special Committee At

the Request of: _____ *(Fill in the Lobbyist's Name on This Line)*

Delegation: Westmont

A RESOLUTION

Preambulatory Clauses state reasons

1 Whereas the Youth and Government program teaches the workings of
2 democracy to the youth of Illinois, and

3 Whereas the Youth and Government program has touched the lives of
4 thousands of Illinois students, and

5 Whereas the Youth and Government program has educated students for seventy-two years,

Therefore Be It Resolved That

6 March 18, 2021 shall be designated as "Youth and Government Day" in the
7 State of Illinois.

**Operative Clause(s) states
resolution**

**Lilly Lobbyist
Illinois High School
American Civil Liberties Union
Gray Lobbyist**

I will **support** bills:

- Defending minority and women's rights.
- Improving access to affordable housing, transportation, quality education, and healthcare for all.
- Improving access to organic food for children in poverty.

I will **oppose** bills:

- Providing unequal treatment based on social-economic factors.
- Promoting religion in schools.

Contact me to support your bill or to oppose a bill:

lillylobbyist@gmail.com

217-555-5555

@lillylobbyist



**Lilly Lobbyist
Illinois High School
American Civil Liberties Union
Blue Lobbyist**

I will **support** bills:

- Defending minority and women's rights.
- Improving access to affordable housing, transportation, quality education, and healthcare for all.
- Improving access to organic food for children in poverty.

I will **oppose** bills:

- Providing unequal treatment based on social-economic factors.
- Promoting religion in schools.

Contact me to support your bill or to oppose a bill:

lillylobbyist@gmail.com

217-555-5555

@lillylobbyist



**Lilly Lobbyist
Illinois High School**

**American Civil Liberties Union
Orange Lobbyist**

I will support bills:

- Defending minority and women's rights.
- Improving access to affordable housing, transportation, quality education, and healthcare for all.
- Improving access to organic food for children in poverty.

I will oppose bills:

- Providing unequal treatment based on social-economic factors.
- Promoting religion in schools

Contact me to support your bill or to oppose a bill:
lillylobbyist@gmail.com * 217-555-5555 * @lillylobbyist



**Lilly Lobbyist
Illinois High School**

**American Civil Liberties Union
Blue Lobbyist**

I will support bills:

- Defending minority and women's rights.
- Improving access to affordable housing, transportation, quality education, and healthcare for all.
- Improving access to organic food for children in poverty.

I will oppose bills:

- Providing unequal treatment based on social-economic factors.
- Promoting religion in schools

Contact me to support your bill or to oppose a bill:
lillylobbyist@gmail.com * 217-555-5555 * @lillylobbyist



**Illinois YMCA Youth and Government
List of Lobbyist Organizations 2020-2021**

AARP Illinois	ABATE of Illinois
Access Community Health Network	Access Living
AFSCME Council 31	AIDS Foundation of Chicago
Alliance For Living, NFP	Alliance for the Great Lakes
Allied Gaming	Alternative Schools Network
Alton & Southern Railway Company	Alzheimer's Association - Greater Illinois Chapter
Amazon.com	Ameren
American Airlines, Inc.	American Association of University Women-IL, Inc.
American Cancer Society Cancer Action Network	American Chemistry Council
American Civil Liberties Union	American Council of Engineering Companies of IL
American Council of Life Insurers	American Heart Association
American Insurance Association	American Lung Association of Illinois
American Nurses Association - Illinois	American Petroleum Institute
American Red Cross in Illinois	Americash Loans, LLC
Ann & Robert H. Lurie Hospital of Chicago	ARC of Illinois
Archer Daniels Midland Company	Asian American Advancing Justice
Associated Builders & Contractors - Illinois Chapter	Associated Fire Fighters of Illinois
Association of Community Mental Health Authorities of Illinois	Association of Condominium, Townhouse & Homeowners
Association of Illinois Electric Cooperatives	Association of Illinois Soil & Water Conservation Districts
AT&T Inc.	Better Gaming Association
Better Government Association	Big Brothers Big Sisters Illinois State Association
BNSF Railway Company	Building Owners & Managers Association of Chicago
Cable Television & Communications Association of Illinois	Caterpillar, Inc.
Catholic Conferences of Illinois	Change Illinois
Chicago Bar Association	Chicago Coalition for the Homeless
Chicago Film Studios, LLC	Chicago Principals & Administrators Association
Chicagoland Apartment Association	Chicagoland Chamber of Commerce
Child Care Association of Illinois	Children's Home & Aid Society of Illinois
Children's Place Association	Citizen Action/Illinois
Citizens Utility Board	Civic Committee of the Commercial Club of Chicago
Civic Federation	Civic Federation
Clean Line Energy	Clean Line Energy
Coalition for Illinois Midwifery	Coca-Cola
Comcast	ComEd
Community Behavioral Healthcare Association of Illinois	CSX Corporation
CVS Health	Deere & Company
Delta Dental of Illinois	DeVry, Inc.
Easter Seals Central IL	Eastern Illinois University
Ed-Red	Eli Lilly & Company
Environmental Law & Policy Center of the Midwest	Epilepsy Foundation of Greater Chicago
Equality Illinois	Equip for Equality Inc
Exelon Corporation	Extension Partners

**Illinois YMCA Youth and Government
List of Lobbyist Organizations 2020-2021**

Fantasy Sports Trade Association	Farm Credit Services of Illinois
Federation of Independent Illinois Colleges & Universities	Federation of Women Contractors
FedEx Corporation	Final Options Illinois / Illinois End-of-Life Options Coalition
Foresight Energy, LLC	Ford Motor Company
Frontier Communications	Friends for Murray Center Inc
General Motors LLC	General Electric Company
Goldman, Sachs & Co.	Golden Apple Foundation for Excellence
Grain & Feed Association of Illinois	Google
Grow Your Own Illinois	Groupon, Inc.
Health Care Council of Illinois	Gun Violence Prevention PAC
Hispanic American Construction Industry (HACIA)	Heartland Alliance for Human Needs & Human Rights
Hope Institute	Home Care Association of America-Illinois Chapter
Housing Action Illinois	Hospital Sisters Health System
Illinois Academy of Audiology	Humana, Inc.
Illinois Academy of Nutrition and Dietetics	Illinois Academy of Family Physicians
Illinois Action for Children	Illinois Academy of Physician Assistants
Illinois Agricultural Association	Illinois Acupuncture Federation
Illinois Alliance of Boys & Girls Clubs	Illinois Alcoholism & Drug Dependence Association
Illinois Arts Alliance	Illinois Alliance of Special Education Administrators
Illinois Assistive Technology Program	Illinois Asphalt Pavement Association
Illinois Association for Marriage & Family Therapy	Illinois Association for Health, Physical Education, Recreation & Dance
Illinois Association of Agricultural Fairs	Illinois Association of Aggregate Producers
Illinois Association of Chiefs of Police	Illinois Association of Area Agencies on Aging
Illinois Association of Community Action Agencies	Illinois Association of Colleges of Nursing
Illinois Association of Cosmetology Schools	Illinois Association of Community Care Program Homecare Providers
Illinois Association of County Board Members & Commissioners	Illinois Association of County Auditors & Finance Officers
Illinois Association of County Engineers	Illinois Association of County Clerks and Records
Illinois Association of Defense Trial Counsel	Illinois Association of Court Clerks
Illinois Association of Fire Protection Districts	Illinois Association of Drainage Districts
Illinois Association of Medicaid Health Plans	Illinois Association of Housing Authorities
Illinois Association of Naturopathic Physicians	Illinois Association of Minorities in Government
Illinois Association of Orthopedic Surgeons	Illinois Association of Nurse Anesthetists
Illinois Association of Plumbing, Heating & Cooling Contractors	Illinois Association of Park Districts
Illinois Association of Realtors	Illinois Association of Public Health Administrators
Illinois Association of Rehabilitation Facilities	Illinois Association of Regional Superintendents of Schools
Illinois Association of School Boards	Illinois Association of School Administrators
Illinois Association of Wholesale Distributors	Illinois Association of Wastewater Agencies
Illinois Bankers Association	Illinois Athletic Trainers Association, Inc.
Illinois Beverage Association	Illinois Beef Association
Illinois Broadcasters Association	Illinois Biotechnology Industry Organization
Illinois Casino Gaming Association	Illinois Campaign for Political Reform
	Illinois Cemetery and Funeral Home Association

**Illinois YMCA Youth and Government
List of Lobbyist Organizations 2020-2021**

Illinois Chamber of Commerce	Illinois Chapter American Academy of Pediatrics
Illinois Chiropractic Society, Inc.	Illinois Church Action on Alcohol & Addiction
Illinois Citizens for Life	Illinois Coal Association
Illinois Coalition Against Domestic Violence	Illinois Coalition Against Sexual Assault
Illinois Coalition for the Education of at Risk Youth	Illinois Coalition of Appraisal Professionals
Illinois Coalition of Nonpublic Schools	Illinois Collaboration on Youth
Illinois College of Emergency Physicians	Illinois College of Optometry
Illinois Corn Growers Association	Illinois Coroner & Medical Examiners Association
Illinois Cosmetology Association	Illinois Council Against Handgun Violence
Illinois Council of Case Coordination Units	Illinois Council of Chief Defenders
Illinois Council of Convention & Visitors Bureau	Illinois Council on Long Term Care
Illinois CPA Society	Illinois Craft Brewers Guild
Illinois Credit Union PAC (CUPAC)	Illinois Dental Hygienists Association
Illinois Dermatological Society	Illinois Education Association
Illinois Environmental Council	Illinois Family Institute
Illinois Farm Bureau	Illinois Federation for Right to life
Illinois Federation of Teachers	Illinois Fertilizer & Chemical Association
Illinois Financial Services Association	Illinois Fire Chiefs Association
Illinois Firearms Manufacturers Association	Illinois Funeral Directors Association
Illinois Grape Growers & Vintners Association	Illinois Health and Hospital Association
Illinois Health Care Association	Illinois Hearing Society
Illinois High School Association	Illinois Horsemen's Benevolent & Protective Assn.
Illinois Hotel & Lodging Association	Illinois Is Broke
Illinois Judges Association	Illinois Justice Project
Illinois Library Association	Illinois Licensed Beverage Association
Illinois Manufactured Housing Association	Illinois Manufacturers' Association
Illinois Motorcycle Dealers Association	Illinois Municipal League
Illinois Network of Centers for Independent Living, Inc.	Illinois Network of Charter Schools
Illinois Occupational Therapy Association	Illinois Oil & Gas Association
Illinois Optometric Association	Illinois Partners for Human Service
Illinois Petroleum Marketers Association	Illinois Pharmacists Association
Illinois Physical Therapy Association	Illinois Pork Producers PAC
Illinois Press Association	Illinois Principals Association
Illinois Psychiatric Society	Illinois Public Interest Research Group
Illinois Public Transportation Association	Illinois Radiological Society
Illinois Railroad Association	Illinois Restaurant Association
Illinois Retail Gaming and Operators Association	Illinois Retail Merchants Association
Illinois Retired Teachers Association	Illinois Road & Transportation Builders Association
Illinois Rural Health Association	Illinois Rural Water Association
Illinois School Nutrition Association	Illinois Seed Trade Association, Inc.
Illinois Sheriffs' Association	Illinois Society for Advanced Practice Nursing
Illinois Society for Respiratory Care	Illinois Society of Anesthesiologists
Illinois Society of Association Executives	Illinois Society of Eye Physicians & Surgeons
Illinois Society of Orthoptists & Prosthetists	Illinois Society of Professional Engineers, Inc.
Illinois Soybean Association	Illinois Speech-Language-Hearing Association
Illinois State Ambulance Association	Illinois State Bar Association
Illinois State Council of SHRM	Illinois State Dental Society
Illinois State Medical Society	Illinois State Rifle Association

**Illinois YMCA Youth and Government
List of Lobbyist Organizations 2020-2021**

Illinois State Veterinary Medical Association	Illinois Statewide School Management Alliance
Illinois Stewardship Alliance	Illinois Trial Lawyers Association
Illinois Trucking Association	Latino Policy Forum
League of Women Voters of Illinois	March of Dimes
Men4Choice	Mental Health America of Illinois
Mexican American Legal Defense and Educational Fund	Midwest High Speed Rail Association
Mid-West Truckers Association, Inc.	Misericordia
Monsanto Company	Motorola Mobility
National Association of Social Workers PAC	National Federation of Independent Business
National Safety Council	Nixon Peabody
Noble Network of Charter Schools	Northwest Municipal Conference
One Hope United	Ounce of Prevention Fund
Peoples Gas	Planned Parenthood of Illinois
Sierra Club, Illinois Chapter	Small Business Advocacy Council
Southern Wine & Spirits	SPARC
Special Olympics Illinois	State Universities Annuitants Association
Taxpayers' Federation of Illinois	Teach for America
Technology & Manufacturing Association (TMA) PAC	The American Coal Company
The Family Defense Center	The Humane Society of the US
UCAN	United Way of Illinois
United Way of Metropolitan Chicago	Veterans of Foreign Wars
Voices for Illinois Children	Wine & Spirit Distributors of Illinois
Wirtz Corporation	Women Construction Owners & Executives
Women Employed	Women's Treatment Center
YMCA of the USA - Illinois Alliance	