



## Helpful Tips for Procuring State Legislature Resolutions

1. Know when the legislature in your state meets. Many state legislatures are only in session for a short period of time each year. Some are in session for longer periods. Either way, it's important to be ready to capitalize on the time your legislator can introduce a resolution.
2. Use the model resolution IWLA staff have put together or create your own. But either way, be sure to include some information that is specific to your division and the achievements you would like to note. The model resolution includes some blanks that will need to be filled out, but you should also add special achievements, unique to your division, to the model resolution to make it more appealing to legislators in your state.
3. Decide which legislator(s) you will target for introducing your legislation. Your division may have a relationship with a state legislator, or a staff member, that is a natural fit for approaching about sponsoring this resolution. But even if that is not the case, you can still move forward! If an obvious potential sponsor is not available, consider the representatives of the districts where chapters in your division are located. These individuals make great representatives to approach, but do not limit yourself to just one. You should approach the staff of representatives of EACH of your division's chapters and ask them to sponsor and introduce your resolution.
4. Once you've decided who to ask to sponsor your resolution, take a little time to see if you can determine if they have specific staff dedicated to constituent requests. You can do this by calling the legislator's office and politely asking if there is a dedicated staff member for constituent requests, or you can just ask them to connect you with the appropriate staff for sponsoring a resolution recognizing the conservation achievements of the division in your state. Remember to be polite! Also, you should not wait to tell a staffer that you have draft text for the legislator to use, so his or her staff will not need to take the time to draft a resolution themselves.
5. Once you secure a sponsor, be sure to continue to reach out to other legislators representing other chapters in your division and ask them to co-sponsor the resolution. Feel free to connect them with the staff you are working with in the original sponsor's office!
6. Finally, make sure to keep League staff aware of your progress so that we can help any way we can! You can always email Conservation Director Jared Mott at [jmott@iwla.org](mailto:jmott@iwla.org).