

Best Practices for In-District Constituent Meetings:

Setting Up Impactful Meetings

Aid on the Hill
August 7, 2025



Agenda



- 1) State of Play
- 2) Why In-district Meetings Matter
- 3) Meeting Tips
- 4) Q & A



What is AID on the Hill



- Grassroots, non-partisan, group of 450+ volunteers made up of current and former USAID staff (DH, ISCs, PSCs) and IPs
- Draw upon our deep inside knowledge of the agency, the development sector, and development work on the ground around the world.
- Work alongside large coalition of advocacy groups including OneAID, USGLC, etc.



Our Story



"Job searching" on the Hill

Fired Fed group formed to put face to Feds roles and cuts. Meeting dominated by USAID staff/IPs and USAID issues.

Feb 25-Signal group for "USAID Hill Meet Ups" started by 5 new friends

March

Hill Days/ Letter Drops/ Staff meetings



"Aid on The Hill" gets a name

- Grassroots advocacy with strategic shift towards "evergreen" TP
- Maps, Stories, and more
- AOTH discussion/intel chat started



May

Telling USAID story

- Case studies on Congressional priority issues
- QFR for hearings, Response to CN and State Reorg, Congressional Briefings,
- Advocacy training for 1st timers



Three Pillar Approach

- Citizen Advocacy (in DC+ States)
- Thought Leadership
- Strategic surge teams

AOTH Website Launched
July

June



August

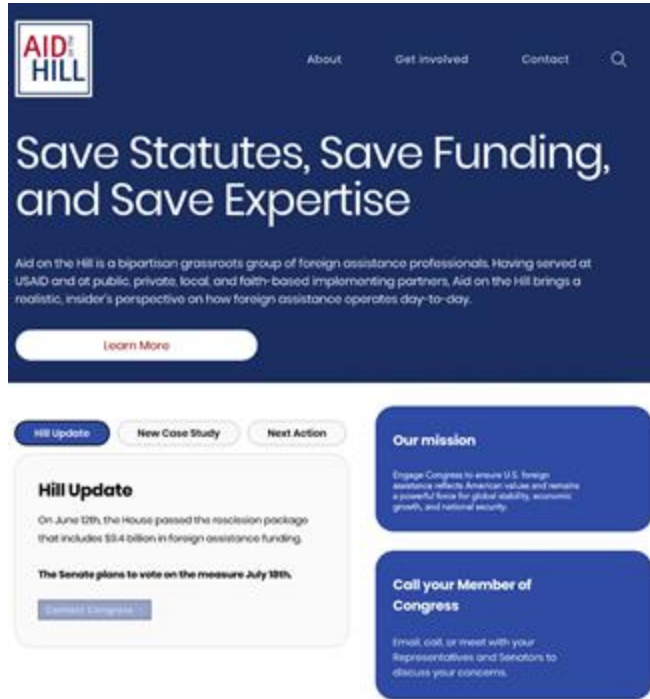
Support for in-district meetings



Three Pillars



How to Find Us



Website:

aidonthehill.org

And follow on:

[LinkedIn](#)

[Bluesky](#)

Email: congressaidletters@gmail.com



The Current State of Play for Foreign Assistance

What's Left of Foreign Assistance After Rescissions



Appropriations

- 1) Rescissions passed - mid July
- ⇒ FY25 funds appropriated by Congress in March 2025 spending bill under a CR
- ⇒ Senate carved out funds for PEPFAR (\$400 M), HIV/AIDS, TB, malaria, nutrition, maternal and child health programs, etc.
- ⇒ USAID cut by \$125 M, with carve-out to maintain some operational capacity, largely from operations
 - i) Notably missing DA funds, ESF, and **staff**
- 1) FY26 Budget (also known as the Congressional Budget Justifications

Authorization(s)

- 1) State Reauthorization, *BUILD Act (10/25)*, *PEPFAR Reauthorization*, *National Defense Authorization Act*)

Why In-District Meetings Matter



August Recess is pivotal for Constituents for several reasons:

- **ACCOUNTABILITY**
- Direct line to Members of Congress (Town Halls, Luncheons, etc)
- Opportunities to build relationships with MOCs, staffers, and demonstrate local concerns and **IMPACT**
- Draw upon our deep inside knowledge of the agency, the development sector, and development work on the ground around the world.
- National Movement for Grassroots advocacy - CARE, Bread for the World, etc



Topic to discuss



***Our Goals:
Save funding, Save
expertise, Save
statutes, Save
global influence***



- **Round II Rescissions - ‘Pocket Rescissions’**
 - Violates the Impoundment Control Act:
 - The Administration argues, incorrectly, that the Act’s requirement that funds be made available for obligation *after* 45 days gives the President an unlimited right to withhold those funds *during* the 45-day congressional consideration period.
- **Highlight State Issues/Continued Impacts**
 - Use AOTH State Maps to show \$\$ and jobs lost to FA cuts
 - Personal Stories from ISC, FSO, & others are important
 - Be sure to weave into your narrative the global development, foreign policy, and national security impact



How to schedule meetings: Tools & Resources

Call'em up: Scheduling the Sit Down



1. Finding Your District and your Members' Office contact info
 - a. Use <https://ballotpedia.org/>
 - b. <https://www.congress.gov/members/find-your-member>
2. Email or Call office - you can use this [template](#) or prepare your own
 - a. Schedule the earlier the better and be flexible.
 - b. Pro-tip: if you miss the August Recess be open to scheduling meetings on a Monday or Friday when your member of Congress may not be in Washington, D.C.
 - c. If needed use the DC Office to help schedule
3. Request a meeting time and date at least a week in advance
 - a. Tell the scheduler what topics you want to discuss
 - b. List who will attend the meeting with you
 - c. Inquire about other scheduled events - town halls/meet & greets



Steps for setting district-level meetings

Find your representative on our target list second tab.

[CURRENT AOTH] Congressional targets & meeting schedule

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HOW TO USE THIS DOC:

1. Offices highlighted in yellow are primary targets. Offices highlighted in orange on secondary targets.

2. Please add your name to "claim" that office so that we avoid duplication or confusion! Add upcoming meeting information in Column D and after the meeting.

3. Once you've claimed a Member, please call the district office closest to your home and get a meeting date set for August. Note that you would like to discuss with staffer who knows best about these issues. Then, gather a group of ~5-7 constituents to agree to come to the meeting, and prepare talking points, if possible.

**Please use our main AOTH signal groups for questions, tips, help, support. We are there for you!!!

	A	B	C	D	E	F
	District Office phone number	Outreach initiated	Upcoming Mtg info	Signal chat link/person leading outreach	Staffer	
1	AK Sen Murkowski (R-AK)	Senate				
2	AK Sen. Sullivan (R-AK)	Senate				
3	AL Sen. Britt (AL - R)	Senate				
4	AR Rep. French Hill (AR-R)	House				
5	AR Sen. Cotton (AR-R)	Senate				
6	AR Sen. Boozeman (R-AR)	Senate				
7	AS-AL Rep Radewagen (AS-AL-R)	House				
8	AZ Rep Ciscomani (R-AZ)	House				
9	AZ Sen. Kelly (D-AZ)	Senate				
10	AZ Rep Stanton (R-AZ)	House				
11	CA Rep Bera (D-CA)	House				
12	CA Rep Costa (D-CA)	House				

Washington DC Meeting targets State/district level Meeting targets Meeting Notes (4.22 on)

AOTH Tools and Resources



Prepping for Your Meeting:

1. Form your constituent group
 - a. Help educate your group if needed
 - b. Schedule a pre-meeting
 - c. Review Committees, Trips, and Interests of MoC
 - d. Know who you are meeting with: R&Rs [of congressional staff](#)
2. Confirm how long you have for the meeting
3. Go to [AOTH Resource page](#) - State maps, case studies and talking points
4. Use the free AOTH advocacy assistant to help draft your talking points, agenda, and asks, all tailored to your legislator
<https://bit.ly/aidonthehillgpt>



AOTH In-district Meeting Tips



1. Be **flexible** - you may have to meet in the hallway! Chat up the front desk staff.
2. **Tell your stories** first - your ties to the district or state of the office you are meeting with and why this issue is personal to you
3. **Ask** for the staffer or the member to share their level of familiarity with the issue or current stance (this will help you focus the conversation). Find common ground.
4. **Recognize** any positive comments or actions by the member
5. Have a **clear ask** and stay on topic. Pause and invite questions. Ask probing questions to reiterate your points. *'How was the Rep. planning to address this risk?'*
6. Confirm any **next steps**: a follow up meeting, a meeting with the member, sharing requested information
7. Follow up the meeting with a **'thank you'** email and share a summary of the discussion and any digital materials. Continue to follow up via emails with new information and schedule additional meetings as needed.
8. **Record** the meeting takeaways in this [form](#)



Q&A Discussion