

How To Use H.R. 45/S. 45 Outreach Drive

1. [Look up your Members of Congress](#)
2. [Find local contact information for both your listed Senators and your House Representatives](#). If you see the name is highlighted, that means they are already a cosponsor. You can send them a thank you instead of a cosponsor ask.
3. Choose and download templates based on whether you are an [employer](#) or an [employee](#). We have templates to choose from for House Representative outreach and Senator outreach. Fill out your personal information and insert your story into the template. This helps the people reading your communication to connect with you and your ask. Send letter through the listed [email contact form for your Members of Congress](#).
4. Choose a phone scripts and call the [district office](#) of your Senators and House Representative asking that they cosponsor S. 45 (Senators) and H.R. 45 (House Representatives). **Phone calls can make a big difference in getting an office to support a bill. Please make sure you include this step in your outreach.**
If you are willing, you can also ask to schedule a call or meeting with someone in the office to speak further. If you do that, you can send an email to [Kati Rapoza](#) (PBA Government Affairs Manager) and she can join your scheduled call.
5. [Let us know you reached out](#) and who you reached out to!
6. Use our [social media graphics](#) and explainers to share this information with others!