



Planning an Iota State Legislative Day

State Directors should work with their chapters and make certain that every chapter has a Social Action Chair and an active Social Action Committee. Once the Chair and the committee have been established, the State Director should call a meeting to begin planning an Iota Legislative Day for the state capital. A State Legislative Day is an event planned and executed by Iota state leadership, with the support of the Brown and Gold PAC, to positively influence public policy in the respective state. **The event should be held when your legislature is in session.** An Iota Legislative Day is an opportunity for chapters to express their concerns on important issues with their state elected legislators and make any recommendations or revisions on legislation under consideration. It is also an opportunity for members to sit and watch a legislative session.

We also encourage our chapters to participate in NPHC Legislative Day(s) if such an event occurs in your state. Our chapters in North Carolina have been doing so successfully for several years. These events represent an opportunity to present a united front not only on behalf of the Divine Nine, but the Black community in general.

Please use the following steps in your planning an Iota State Legislative Day.

1. The chapter Social Action Committee should access the state legislature's website to review legislation under consideration, and then examine that legislation against the global [5 Star Policy Framework](#) of the Brown and Gold PAC.
2. Once the review of legislation is completed, the Social Action Committee should create a simple analysis of the priority bills by providing a summary (1 or 2 paragraphs' description) of the bill(s). The analysis should then go to the State Director.
3. The State Director should call a meeting of the chapter Social Action Chairs to review each chapter's legislative summary, and the group should reach consensus on the Iota State Legislative Priorities.
4. The State Director should call the chair of the state legislative Black Caucus and request an appropriate date to visit the state capitol and assistance in securing a meeting room.
5. Once the date and meeting room in the state capitol or legislative office complex has been secured, the State Director should work with the Social Action Chairs to schedule meetings with key legislators (e.g. Speaker, Minority Leader, committee chairs, and known power brokers).

6. The State Director should establish a budget and work with the Chair of the Brown and Gold PAC to make certain chapters can cover all expenses. Typical expenses are breakfast, photocopying, etc.
7. Promote Legislative Day to state chapters via social media, email, phone calls, and in chapter meetings. **It is important for all chapters to send representatives. A special effort should be made to facilitate undergraduates' participation, including covering transportation and lunch costs if necessary. We aim to ensure that our young members are appropriately represented.** Invite chapters from neighboring states. (e.g., a Maryland Iota Legislative Day should include Brothers in northern Virginia, the District of Columbia and Delaware).
8. The Legislative Day attire should be 1) Iota Suit or 2) Iota Brown Blazer and Tan Pants or 3) Brown Blazer/Suit. Since this is an advocacy event, it is permissible to display the fraternity's shield and Greek letters. PAC lapel pins will also be provided.
9. The State Director or the Polaris of the chapter in closest geographic proximity to the state capital should serve as the on-site lead for the event.
10. Make certain that Brothers who are participating have parking instructions, correct meeting room numbers and building locations, and times.
11. Out-of-pocket expenses for Brothers will normally include gas, parking, and lunch. If your state capital is a distance from some chapters, you should consider identifying a reasonably priced hotel for an overnight stay the day before the event.
12. Designate one or two members as Recorders to take notes and record meeting conversations. Always request permission before recording a conversation with a legislator.
13. It is important to take photographs so there is a visual record of the event.
14. The goal for Legislative Day should be a minimum of 50 brothers.
15. Upon completion of the event, a report should be sent to the Brown and Gold PAC (brown.goldpac@iotaphitheta.org). The PAC will assist with the call-to-action if needed. The PAC can also participate in follow-up meetings with legislators.