

Here is how to write and send a letter of support or opposition to a bill in the state Legislature. If you do it this way, your letter will automatically get delivered to all the committees in the chamber that the bill is assigned to and to the author. It may also influence the committee consultant who writes an analysis of the bill for the committee.

Please follow along on your computer/device.

1. Create an account at the [California Legislature Position Letter Portal](#). It should be your individual account not one for 350 Humboldt. However, if you are an authorized representative of some other group, you can also sign up for it. When you sign up it will send a temporary password to you at the email address you give..
2. Look up important climate bills using the [Climate Center Bill Tracker](#). Later on the 350 Humboldt Legislative Committee will develop its own list of bills it supports, but the Climate Center is a good resource and has paid staff to keep track of bills. You might, for example, use the bill tracker to see which bills the Climate Center is *sponsoring*. The second bill on this list is SB 12 (Stern). This is probably the most important bill of the session. It changes the goal of a 40% reduction of Greenhouse Gas Emissions in California by 2030 to 55% -- thus putting us in the position the IPCC says the world needs to be in by 2030.
3. Choose a bill to write about. Unless you are particularly interested in another one, perhaps start with a letter about SB 12 (Stern). If you see a statement that a particular bill is a “spot” bill it means this isn’t the real bill but just something put into hold a spot for the real bill, which will be introduced soon. Senator McGuire, for example, has a couple of spot bills in the Climate Center list.
4. Compose your letter. While you can do this in a text box on the Portal, it is better to do it in a word processor and then turn it into a PDF after you put your digital signature on it. The Portal accepts letters as uploads.
 - Address it to the author of the bill. It will still be sent to each of the committees the bill will face in the first chamber.
 - State your position in boldface at the top, e.g. **Please vote “Aye” for SB 12 (Stern)**. There are other options than support. You can oppose, or oppose unless amended, or support if amended. One of those options should be at the top of your letter right above the “Dear ...”
 - Describe briefly what the bill does. You can use the Climate Center write-up or the Legislative Counsel summary at the top of the bill. You can get the text of the bill plus other things like what committee it is in and the votes at the last committee by accessing [LegInfo](#). Or the Climate Center site allows you to click through to the bill text.
 - Then explain why you think the bill should be supported. You can get information from the Climate Center write up, or you can search for a FAQ or Information Sheet for the bill. Or just use your own ideas from reading the Legislative Counsel summary or the text of the bill (all available from LegInfo). On important bills you may find news articles that talk about it, or you might be asked by some climate organization to support a bill. You can sign their petition but you will have more impact if you send a

letter to the committees hearing the bill. Most letters are general and just get counted, but if you are expert in what you are writing about, put in detailed arguments.

- Thank the author for introducing the bill (that is, Senator Henry Stern for SB 12).
- Sign with your name and address and a digital signature. [On Macintosh you can make a digital signature in Preview. Go to Preview:Tools: Annotate: Manage Signatures. After you make your signature you can use it in Preview or export it as a JPG to insert via your word processor. OR, just sign your name on white paper, take a digital photo, crop it and edit so the background is very white; then upload it to your computer.]

5. Submit your letter through the Position Letter Portal (see above).

Sample letter

The Honorable FIRST AND LAST NAME
California State Senate/Assembly
State Capitol
Sacramento, CA 95814

RE: SB 12 (Stern): California Global Warming Solutions Act of 2006: Emissions Limits. *Support*

Dear Senator Stern:

This bill will require the California Air Resources Board to ensure that statewide GHG emissions are reduced to at least 55% below the 1990 level by no later than December 31, 2030.

I believe SB 12 is the most important bill to be introduced this year. In 2022 the administration submitted a "scoping plan" that put off most of the big changes until well after 2030. However, the IPCC is very clear that there is a limited "carbon budget" we have to stay within if we want to keep average global temperatures to 1.5C. That carbon budget requires that global emissions be cut at least 50% by 2030. That is the most important thing we can do!

Thank you very much for introducing SB 12 (Stern).

Sincerely,



Your Name and address