

When you're done with your comments & edits, write 'done' in this routing slip next to your name.

ROUTING SLIP

Who	Write "done", when done	Action Sheet	Complete by
Madeleine	done	Speaker for National Call is confirmed six weeks in advance.	2 weeks before prior National call
Steve	done	Writes speaker bio and gives to Ricky, Todd, Brett, & Karina	1 week before National call
Brett/ Ricky	done	Posts bio and photo on public web site and CCL Community	done
Todd	done	Send 2 "ideas for actions" and 1 practice exercise to Ben, Lesley and Flan for comments. cc Brett, MP, Ashley HM	
Tony	done	Added comments in the "ideas for actions" and practice exercise doc	
Lesley	done		
Ben	done		
Flan			
Todd	done	Finalize ideas into actions and practice exercises in the doc	
Elli	done	Todd call Elli to get input on action(s)	12/27
Todd	done	Give <b>Steffanie, Sabrina and Katie</b> view access	12/20
Todd	done	<b>Send to Karina/Veronica for Spanish translation</b>	1/3
Sandy	done	Check links and proofread complete	1/4
Todd		Send latest/final draft to MP, Mark, Kathy O	1/5
Todd		Post Action Sheet to CCL Community. Announce in GL Forum.	1/6
Todd		Send Action Sheet links to Kathy O for GL call notes	1/9
Todd		<b>Send Action Sheet to C-team w .png preview in body</b>	1/9
Kathy O		Send the call notes with Action Sheet to all GLs.	1/9
MP		Talk about the actions on the Saturday call	1/14

# FOR GROUP LEADERS

## How to use this January Action Sheet

 Remove this page before distributing

CCL volunteers gather locally each month in groups to do four things: [Learn, Celebrate, Practice and Act](#).

### Information that you might like to share with your volunteers:

1. Your volunteers can now ask the community leaders they know to endorse carbon fee and dividend and carbon pricing on our new [endorsement form](#).
2. Congratulations on getting the Growing Climate Solution Act [over the finish line](#) in 2022.
3. Our [Trifold Tabling Display](#) is a great way to welcome new/returning volunteers to your gathering.
4. When new recruits attend CCL's Wednesday [Info Session](#) they are 12x more likely to be engaged.
5. Hooray! 43.8% of CCL LTEs submitted in 2022 were published.

Last month you started planning to advocate for one or more of the policies on our [policy agenda](#). This month, **Map out next steps for the policy(ies) you've selected** by further educating yourselves, gathering research results, surveying what's happening locally and starting up your outreach. During your planning, keep in mind that every outreach and service event you do is an opportunity to invite friends, family, community members and leaders, prospective volunteers, allies, and MOC staff to learn more about CCL.

In lieu of spring lobbying, **Plan a strategic in-district/state event to connect with your MOC** in the March timeframe. One goal is to show MOCs that they can count on you as a resource. Liaisons to newly elected first time MOCs will be invited to a special meeting with CCL Senior Director Jenn Tyler.

### Sample meeting agenda (suggested time is 50-80 minutes)

1. Connection before content. Prompt: If you could do it every day, what single activity would increase your happiness or contentment? - 5 mins
2. Celebrate chapter and volunteer successes. - 5 mins
3. Invite your volunteers to start filling out your copy of the [monthly virtual signup sheet](#).
4. If attendees have seen Drew Jones speak on our monthly call, invite attendees to share something they learned. If you have a big group, use breakouts. - 5-10 mins
5. Do the two actions and the two bonus actions. - 5-10 mins each
6. Practice the Communications Exercise. - 10 mins
7. Round-robin share - What group or personal action will you take in the next month? 5-10 mins
8. Ask someone to log your chapter meeting in the [Action Tracker](#).

## Actions for your chapter gathering

1. Map out next steps for the policy(ies) you've selected
2. Plan a strategic in-district/state event to connect with your MOC
3. Chapter development bonus action: Post a positive review of CCL on VolunteerMatch
4. Social media bonus action: Post your New Year's climate resolution
5. Communication exercise: Briefly describe our policy agenda after telling your own story

## Monthly International Call + Guest Speaker

**Drew Jones, Climate Interactive**

**Saturday, January 14, 2023 | 10 a.m. PT / 1 p.m. ET**

What will it take to keep global warming below dangerous thresholds? Thanks to Andrew Jones and his team at Climate Interactive, we have answers to that question. They developed the climate simulators, C-ROADS and En-ROADS, that make it easy for users to see how combinations of various solutions will affect global temperatures. As Citizens' Climate Lobby explores legislation to address climate change, these simulators can show us how to get the biggest bang for our buck. (Spoiler alert: Pricing carbon has the greatest impact.) In addition to being the director and co-founder of Climate Interactive, Andrew has worked at the Rocky Mountain Institute and Sustainability Institute. He currently teaches system dynamics at MIT Sloan and the Kenan-Flagler Business School at the University of North Carolina at Chapel Hill.



### Three Ways to Join

- **To connect by video conference:** go to [cclusa.org/meeting](https://cclusa.org/meeting) (this links to meeting ID# 95498355745)
  - To improve audio/video quality, close all applications and other browser windows
  - To turn on closed captions and adjust their size, see this [Zoom help page](#)
  - American Sign Language (ASL) and Spanish interpretation are also available
- **To connect by phone:** With unlimited calling 646-558-8656; toll free 877-369-0926. Enter 954-9835-5745
- **To watch a livestream:** go to: [cclusa.org/livestream](https://cclusa.org/livestream)

If your Action Sheet is printed and you'd like to be able to click the links, you can download this Action Sheet at [cclusa.org/actionsheet](https://cclusa.org/actionsheet). There's a Spanish version of the Action Sheet there too!

# Map out next steps for the policy(ies) you've selected

CHAPTER DEVELOPMENT ACTION | Carbon Pricing • Clean Energy Permitting Reform •

Healthy Forests • Building Electrification and Efficiency •

Set the stage for a big year of action by embracing one or more of the policies in our policy agenda, digesting the policy details, surveying your community to see who's already working in that area and whether you might work with them and then kicking off your outreach. Refer to CCL Community, your State Coordinator or your Regional Coordinator if you have policy questions.



## Continue your policy research

It took some time for you to become an expert on carbon pricing, and you'll find that there's a learning curve for the CCL's policy(ies) that you've adopted as your own. Think of creative ways to educate yourself so that you can start educating your community ASAP.

- If you haven't already, read our training materials and watch the beginner and advanced training videos.
- Do the education/actions recommended by the speakers at our December Conference. For example, use the Rewiring America Calculator at [rewiringamerica.org/app/ira-calculator](http://rewiringamerica.org/app/ira-calculator).
- Investigate how your chosen policy(ies) mesh with what's already happening in your community.
- Identify a local expert and invite them to speak or give a workshop at a special chapter gathering.
- Coalesce the results from people who did research since last month's chapter meeting.

## Engage local community members who are working in your policy area(s)

Based on what you see already happening in your community, customize the steps below to flesh out your policy advocacy plan and add detail to your [Take Action Worksheet](#) as you go.

- Schedule a joint member meeting with related local organizations
- Evaluate and engage potential new local allies
- Go to relevant local service events and do service projects

## Start educating your community

Take your new policy knowledge out to your community via your expert grassroots outreach.

- Tabling, grassroots meetings, editorial board meetings, etc. Look on CCL Community for [policy outreach materials](#) that are hot off the presses.
- Update your existing allies on your chapter's policy focus areas.
- Schedule one or more presentations at local clubs, groups or classes on a policy you've selected.

## Additional Resources

CCL Community's [CCL's Policy Agenda](#) topics

CCL Community's [Developing Your Chapter Action Plan with the Take Action Worksheet](#) training

CCL Community's [Getting Started with Local Partnership Ideas](#) training

# Plan a strategic in-district/state event to connect with your MOC

LOBBY ACTION | Carbon Pricing ▾ Clean Energy Permitting Reform ▾ Healthy Forests ▾

## Building Electrification and Efficiency ▾

Start planning an event in March to introduce yourself to new MOCs, strengthen your candid relationship with veteran MOCs and show them that you are an ally. Instead of a formal in-office lobby meeting, think of a creative and relevant way to engage MOCs and staff, for example, an outside event, site visit, forum or casual gathering. This engagement is not about making an ask. Instead, your goal is to host a positive experience and highlight our focus on building bridges and supporting bipartisan legislation in this divided Congress.

### **Educate yourself about your MOC and decide what type of event you will organize**

Start by educating yourself about new MOCs and refreshing your research on MOCs you already know. Then create an opportunity for your MOC or their staff to interact with CCL constituents in the district/state.

#### Think of an appealing and engaging outside activity, site visit or community event

- A short nature walk, hike or park cleanup. You might do this in collaboration with, for example, Audubon
- A site visit to a local business to showcase clean energy, electrification, urban forests, jobs etc.
- A friendly community forum or panel discussion on climate/environment with other local organizations

#### A chapter gathering or coffee hour

1. A chapter gathering or joint gathering with other chapters in your district/state. Consider using Zoom.
2. An informal coffee/Danish get together at a volunteer's home (consider inviting community members)

### **Schedule the event and create an event outline that introduces who we are**

1. Pick a date in March, designate a planner and work with the Liaison to schedule the event
2. Focus your outline on who your volunteers are, CCL's mission and some introduction of our policy agenda
3. Ask the MOC or their staff to introduce themselves, their interests, hobbies and views on the environment
4. Plan to build, or further build, the relationship and find common ground with the MOC

### **If an event is too big a lift, plan a district/state office drop off**

If planning an event is too big a project, consider expressing your appreciation to your MOC and their staff in the district/state congressional office(s) by creating something that you can drop off, such as:

- A card or photo signed by everyone in your chapter, for example a February Valentine
- Baked goods, flowers or a potted plant

**Also encourage conservatives in your chapter** to apply for, register and attend our **Conservative Climate Leadership Conference** in D.C., March 28-29. This event will include lobby meetings with conservative MOCs. The new application form will go live on Jan. 14 at [cclusa.org/conservativeconference](http://cclusa.org/conservativeconference).

### **Additional Resources**

- CCL Community's [CCL's Policy Agenda](#) topics
- CCL Community's [Getting to Know Your Member of Congress](#) and [Hosting Successful Site Visits](#) training
- RSVP and attend our [118th Congress Welcome Event with Your Member of Congress](#) CCU on Jan. 26

## Post a positive review of CCL on VolunteerMatch

### CHAPTER DEVELOPMENT BONUS ACTION

VolunteerMatch sends hundreds of potential volunteers our way each month. Let's boost that number by posting positive reviews of CCL.

1. Go to [volunteermatch.org/search/org100184.jsp](http://volunteermatch.org/search/org100184.jsp)
2. Scroll down to “Reviews” in Orange
3. Click the “Write a review” button
4. Login using one of the options, or click “Join” to make an account
5. Give us five stars, explain “Why” and click “Submit”

To get started with chapter development, see CCL Community's [Recruiting For Your Group](#) topics page and to ask questions, join CCL's [Onboarding Action Team](#) and post your questions in the team forum.

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## Post your New Year's Climate Resolution on social media

### SOCIAL MEDIA BONUS ACTION

You may be even more committed to achieving your New Year's resolution if you post it where your friends and family can see it and include a photo or even a selfie video of you detailing the resolution. Decide what personal climate actions you will take in 2023 and post them to your favorite social media this month.

Resolutions might include an extra hour of CCL action every week, writing to your members of Congress more often, inviting some friends to go tree planting together or helping your family electrify a household appliance. Here's an example post:

My climate resolution for 2023 is to urge one friend to join CCL every month. Hey, that's you! Would you like to volunteer with me at Citizens' Climate Lobby? Start by joining our Informational Session, which is every Wednesday at 8 p.m. ET. More details are here [@citizensclimate](http://cclusa.org/intro)

One proven way to get a friend to attend an Informational Session is to reach out to them directly. That might mean tagging them in your post or sending them a direct message via Twitter, Instagram or Facebook. If you need help getting started on social media, check out the training available on the CCL Community [“Social Media for Volunteers and Chapters”](#) topics page.

# Briefly describe our policy agenda after telling your own story

## COMMUNICATION SKILLS EXERCISE

You may see people out and about in January who are open to volunteering or action opportunities in 2023. Let's practice leading with our own climate story, briefly explaining [CCL's policy agenda](#) and asking open questions to get them interested in joining us.

### Suggestions for how to practice

We know that people learn best by saying the words out loud themselves, so for this exercise:

1. Read these instructions to meeting attendees:

Instructions: With a partner, use the **Example conversation** below to have a dialogue with a friend you've run into. Afterward, discuss what you learned with your partner. You'll have six minutes.

2. Ask two people to model the exercise, and then invite everyone to practice.

If you use Zoom breakout rooms (see [Zoom's training page on "Breakout Rooms"](#) to learn how):

Put everyone into breakout rooms, two people per room, for six minutes. When everyone comes back together, ask a few people to share some highlights from the exercise.

If you use Zoom but you don't use breakout rooms, invite a few attendee pairs to follow the instructions.

### Example conversation

You: Hey Betty. Great to see you. Did you have a good holiday?

Betty: Yes! My whole family was together. What's up with you and that climate group you like so much?

You: Thanks for asking. I like CCL because before I found it I felt so hopeless, and now I'm having a lot of fun working on climate with new friends. And we helped get some bills passed through Congress last year! [[how to tell your own personal climate story](#)]

Betty: That's remarkable. So what is CCL all about?

You: We advocate for policies that are effective at reducing carbon pollution and building bridges both in Congress and in our communities. Educating our communities and promoting policy legislation to local and federal legislators are our priorities. The policies in our policy agenda include carbon pricing, healthy forests, building electrification and efficiency and clean energy permitting reform. What do you think about these topics?

Betty: I'd like to learn about electrification. How can I get involved?

You: The best way to get started is to tune in to our Info Session any Wednesday night at 8 p.m. Eastern.

Betty: I'll do it. Send me the link.

For more practice with storytelling, see CCL Community's [Telling Compelling Stories](#) training page and sign up for the live training with Citizens' Climate Radio Host Peterson Toscano on Jan. 17th. [Details are here.](#)