



## **How to Phone / Email and Meet with your local Member of Parliament (MP):**

We are asking you to contact your State Member of Parliament (MP) because the State Government is removing all funding from disability advocacy services in NSW.

We need more MPs to understand this important issue if we are going to stop the NSW Government from closing down our important disability advocacy services.

### **1. Find out who your local State MP is:**

**Which electorate are you in?**

If you don't know which electorate you are in you can go to <http://streetlist.elections.nsw.gov.au/> and type in your suburb or postcode. Then to find the name of your MP click on [View District Profile](#).

**What are the contact details for your local State MP?**

You can find your [Local State MPs contact details here](#).

### **2. Send an email to your local MP:**

Use the template and write a courteous email to your MP, including your name, position and organisation details, requesting a meeting to discuss the new *The Gaps are Getting Bigger for People with Disability in NSW* report and why permanent disability advocacy funding is important.

Talk about who you will be bringing to the meeting.

### **3. Phone your local MP:**

**Wait 48 hours then phone your MPs' office** and ask if they have received your letter and when a meeting can be arranged.

**Explain why you are calling:** "I am calling because I sent an email to [MP name] about meeting with them to discuss the loss of funding for disability advocacy services in NSW.

"I would like to speak to (MP's name) about (local disability advocacy/information service) which the Government wants to shut down.



#### **4. Once the meeting is arranged:**

- Send the MP the MP Briefing paper about a week before the meeting
- Tell the MP who will be coming with you to the meeting.

#### **5. At the meeting with your MP:**

- Introduce everyone
- Have someone lead the meeting with others contributing agreed parts of the meeting. Have someone take notes.
- Explain why you have come / What the issue is / What you want the MP to do.
- Make requests of the MP (speech, write to the Premier etc)
- Hand over a copy of the report to the MP and offer to talk about the issues in the report further if required.
- Offer them a visit to your service to see the work you do.
- Ask if it's ok to take a photo with the MP.

#### **6. Agree on a follow up to the meeting**

- The MP will email you / write you a letter outlining what they have done following your meeting
- You will phone the office to ask what the MP has done following the meeting.

#### **7. Email/Write to the MP**

Write to the MP thanking them for the meeting and outlining what the MP agreed to do (with a timeline).

#### **8. Let us know how the meeting went**

Tell us on social media or email us on [admin@standbyme.org.au](mailto:admin@standbyme.org.au) and

#### **9. Send the media release and post about the visit on social media.**

Twitter @StandByMeNSW

Facebook [StandByMeNSW](#)