

ACS CAN TOOLS & RESOURCES





Frequent Contacts Roster

Team Roster			
Name	Role	Phone Number	Email

Media			
Editor Name	Outlet	Phone Number	Email

Miscellaneous			
Name	Title	Phone Number	Email



Volunteer Engagement Calendar



The 2020 Volunteer Engagement Calendar is here! This year, it is posted on our website at www.fightcancer.org/calendar and it looks great.

The American Cancer Society Cancer Action Network (ACS CAN) Volunteer Engagement Calendar is full of ideas and suggestions about powerful actions you can take this year to make a real difference in the fight against cancer.

The power of our ACS CAN comes from you taking action. Each of you has the power to improve people's lives by advocating for the passage of meaningful legislation; the power to recruit and motivate other advocates into taking action; the power to effectively utilize media to promote our cause; the power to raise needed funds for our campaigns; and the power of your story to make your elected officials realize why fighting cancer should be a top priority.

Each and every action you take with ACS CAN is important to our success. Don't forget to record all your actions in the award winning Ambassador Action Center (AAC). It helps both your state and federal staff teams be informed and up to date on all your interactions with your state and federal lawmakers.

All of the actions suggested in the Engagement Calendar are "descriptive"--not "prescriptive" and each can be used most effectively in the context of a larger campaign plan. Each staff partner and volunteer leader has individual skills and faces different challenges in building, training and maintaining their volunteer team and using their power to pass effective legislation, so these ideas are not meant to be "one size fits all." Your actions are most effective when you personalize your activity and show your maximum ACS CAN Ambassador passion while you do it. This is how we make things happen! We hope this calendar continues to generate that constant engagement and collaboration between staff and volunteers that energizes and grows our movement.

As usual, we will be working on federal, state legislative and local campaigns on multiple issues around the nation. It is critical that you stay in close contact with your state staff partner to stay updated about local, state and federal opportunities to take action. Please participate in the National Volunteer Leadership calls listed in the calendar, as this is a great way to keep updated about our national campaign activities throughout the year.

www.fightcancer.org/calendar



June Actions



Impact My Lawmakers

Continue to monitor for local town hall meetings or other events your federal and state lawmakers may be attending in the community over the next few months. Work with your staff partner and ACT! teams to have a presence at them and ask questions relating to our campaign priorities.



Build My Team

Attend a local survivor event and identify new prospects for recruitment. Follow up with a phone call to ask them to join your team and give them to take an immediate action (e.g. write a letter to their lawmaker about their personal experience with cancer.) Check where your team ranks on the Ambassador Action Center and set a goal for Leadership Summit and Lobby Day.



Get Media

Reach out to local media to tout the victories that were achieved during the state legislative session through either letters to the editor or op-eds. Work with your staff partner to create a media outreach plan around attending town hall meetings over the summer.



Connect with Local Partners

Work with your staff partner to learn more about how you can help promote ACS CAN at Making Strides Against Breast Cancer launch events throughout the summer. Congratulate the Relay For Life ACS CAN Clubs in your area and start watching for nearby Relay Conferences to make sure ACS CAN is represented at them.



Use Social Media

If you're attending a town hall meeting, remember to post on Facebook, tweet about it or share a pic on Instagram, and tag your lawmaker to let them know you were there to hear about cancer issues. If you see a Survivors Day share graphic and post on our national Facebook page and Twitter or state social media accounts, you can share with friends and family, too.



Raise \$ for ACS CAN

There's still time to set up your personal CANraiser Lights of HOPE page and continue collecting donations. Remember to log all offline donation collected on your personal page too!



Membership Moment

Summer is a great time to bring your local ACS CAN Members together for a meet-and-greet!

Telling Your Story



ACS CAN is looking for people who are willing to share their cancer story with us and our lawmakers. By sharing how cancer has impacted your life, you will help make cancer a top priority in our state house and on Capitol Hill.

What's your story?

- Have you or a loved one taken chemotherapy pills?
- Are you a caregiver who has watched their loved one in pain because they don't have access to a palliative care team?
- Have you seen the impact that tobacco use has on yourself, your family, or your friends?
- Have you or someone you know been helped by the Breast and Cervical Cancer Prevention and Treatment Program?
- Would you or a loved one be impacted by potential changes to essential health benefits, lifetime caps, or have a cancer related illness that would impact your access to care as it relates to pre-existing conditions?

How you can help:

By sharing your story with ACS CAN, you are raising your voice for cancer patients throughout your state. When lawmakers hear how cancer has touched your life, they are reminded that the issues they are voting on every day impact real people. Your story can be shared in whichever way you are comfortable:

- Working with our media advocacy staff, you can share your story through a letter to the editor, on a radio interview, or via social media.
- You can personally share it with your lawmaker in a face-to-face meeting.
- Working with our staff, you can put your story in writing and read it at a public hearing or submit the written story as testimony to support a bill.

Your VOICE has the POWER to influence state and federal lawmakers. Share YOUR story TODAY!

To take the first step, visit:

[https://
www.fightcancer.org/
share-your-story](https://www.fightcancer.org/share-your-story)



TOOLS & RESOURCES





nationalatlas.govTM
Where We Are

NEW YORK

CONGRESSIONAL DISTRICTS
112th Congress (January 2013-January 2015)

The Constitution prescribes Congressional apportionment based on decennial census population data. Each state has at least one Representative, no matter how small its population. Since 1941, distribution of Representatives has been based on total U.S. population, so that the average population per Representative has the least possible variation between one state and any other. Congress fixes the number of voting Representatives at each apportionment. States delineate the district boundaries. The first House of Representatives in 1789 had 65 members; currently there are 435. There are non-voting delegates from American Samoa, the District of Columbia, Guam, Puerto Rico, and the Virgin Islands.

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Albers equal area projection



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New York State Legislative Process

The Idea

This is the starting point in the process, and the first point at which the citizen has a chance to have a say in the writing or rewriting of law.

Subjects of legislation are as varied as the range of human activities. Someone once said that legislation deals with birth and death, and everything in between.

Ideas for legislation come from many sources. A Senator may have an idea. One of his or her constituents may point out a need. A State official may propose a change. An organization may espouse a cause that requires a change in the law. There is no monopoly on ideas for legislation.

Often, one person's idea on how to solve a problem has resulted in good legislation to help solve the problems of many people.

Bill Drafting

Once an idea for a new law has been settled on, it must be put into bill form before it can be considered by the Senate. The actual drafting of legislation requires a specialized type of legal training and is usually done by the staff of the Legislative Bill Drafting Commission.

Sometimes, however, an interest group may have its own attorneys draft a bill, and lawyers working in various state agencies and the executive branch often submit their ideas for legislation in bill form.

Introduction

No law may be enacted in New York State unless it has been adopted by the Legislature in bill form. And to be adopted, it must first be introduced. With a single exception, bills can be introduced only by legislators or by standing committees of the Senate and Assembly. That exception is the Executive Budget, which is submitted directly by the Governor.

On introduction in the Senate, a bill goes to the Introduction and Revision Office, where it is examined and corrected, given a number, sent to the appropriate standing committee, entered into the Senate computer, deemed to have had its first and second readings and printed.

(Incidentally, "first reading", "second reading" and "third reading" are terms which linger in the legislative vocabulary from the days when each bill was read aloud in full in public session three times before final action could be taken.)

Committee Action

Just as we engage specialists for specialized problems such as legal or medical advice, so does the Senate engage specialists to study legislation. These specialists are members of Standing Committees who evaluate bills and decide whether to "report" them (send them) to the Senate floor for a final decision by the full membership. A committee agenda is issued each week listing the bills and issues each Senate committee will handle the following week. Committees often hold public hearings on bills to gather the widest possible range of opinion.

The committee stage is the second point at which the citizen's contribution is important. An expression of opinion on a proposed bill can be sent directly to the committee chairman, or it can be sent to your local Senator for relay to the committee members.

New York State Legislative Process



The committee system acts as a funnel through which the large number of bills introduced each session must pass before they can be considered. The system also acts as a sieve to sift out undesirable or unworkable ideas.

After consideration, the committee may report the bill to the full Senate for consideration, it may amend the bill, or it may reject it.

The Calendar

The Daily Calendar is the agenda for Senate sessions and contains those measures which have come through the committee process. Bills take their place in order as they are reported from committee, and at this point are referred by their Calendar Number. This process allows additional time for your reaction against or for a bill.

Each bill has to be on the Senators' desks for three days before it can be voted on, unless the Governor authorizes and the Senate accepts a Message of Necessity for a certain bill. When bills reach the Order of Third Reading, they become ready for a final vote. If the sponsor of a bill realizes at this point that his bill may not have enough support for passage, or has a defect which may require an amendment, he may ask that it be laid aside, returned to committee for further study, or "starred" (placed in an inactive file). The Majority Leader also may ask that a bill be starred. Once starred, it cannot be acted on until one day after removal of the star. When the bill comes up for consideration on the Order of Third Reading, it is subject to debate, discussion or explanation.

By communicating your views on a particular issue to your Senator, you have another opportunity at this point to participate in the lawmaking process.

Floor Amendments

Once a bill has been introduced, reported out by a committee and is on the calendar for consideration by the full Senate, it can still be amended. The sponsor of the bill, for example, can submit the changes to the Bill Drafting Commission; the bill, now in its amended form, retains its original number, but amended versions are denoted by a letter suffix A, B, C, D and so on for each time the bill is altered.

However, beyond this, any Senator may amend a given bill by offering amendments to it on the Senate floor, even if he or she is not one of the bill's sponsors.

This method allows all members access to a bill's language, opening it to the suggestions and opinions of members who may like the essential ideas of the bill, but disagree with the sponsor on one or more of the legislation's details. Moreover, since the amendments are offered in open session, all members can ask questions and discuss the merits of the proposed amendments.

Passing a Bill

After explanation, discussion or debate, a vote is taken. If a majority of the Senators approves, the bill is sent to the Assembly.

In the Assembly, you again have a chance to influence the bill as it moves through a process basically the same as that in the Senate. It is referred to a committee for discussion, and if approved there, it goes to the full membership for a vote.



New York State Legislative Process

If the bill is approved in the Assembly without amendment, it goes on to the Governor. However, if it is changed, it is returned to the Senate for concurrence in the amendments.

(The reverse procedure is followed if the Assembly first passes a bill identical to a Senate measure or if the Senate amends an Assembly bill.)

Conference Committees

Sometimes the Senate and Assembly pass similar bills but cannot easily reconcile the differences between them in a reasonable time frame. In such cases, a procedural device called a conference committee can be used to iron out the differences.

The Senate Majority Leader and Assembly Speaker each appoint five members from their respective houses to serve on this committee. After agreement is reached, a bill is printed and processed like any other bill.

The Governor

While the Legislature is in session, the Governor has 10 days (not counting Sundays) to sign or veto bills passed by both houses. Signed bills become law; vetoed bills do not. However, the Governor's failure to sign or veto a bill within the 10-day period means that it becomes law automatically. Vetoed bills are returned to the house that first passed them, together with a statement of the reason for their disapproval. A vetoed bill can become law if two-thirds of the members of each house vote to override the Governor's veto.

If a bill is sent to the Governor when the Legislature is out of session, the rules are a bit different. At such times, the Governor has 30 days in which to make a decision, and failure to act ("pocket veto") has the same effect as a veto.

Citizen comment is an important part of the legislative process. Public opinion often affects the shape of a bill as well as its eventual success or failure. Remember, your input can play a crucial role in determining how a bill becomes a law.

This document is your manual to the legislative process as it functions in the New York State Senate. It is intended to help you understand how an idea is transformed into a law and the part that you as a citizen can play in this process.

New York State Budget Process



New York State's budget process uses an executive budget model. Under this system, the Executive is responsible for developing and preparing a comprehensive, balanced budget proposal, which the Legislature modifies and enacts into law. The Governor is required by the State Constitution to seek and coordinate requests from agencies of State government, develop a "complete" plan of proposed expenditures and the revenues available to support them (a "balanced budget"), and submit a budget to the Legislature along with the appropriation bills and other legislation required to carry out budgetary recommendations. The Governor is also required by the State Finance Law to manage the budget through administrative actions during the fiscal year.

The State's fiscal year begins April 1 and ends on March 31. However, the actual "budget cycle," representing the time between early budget preparation and final disbursements, begins some nine months earlier and lasts approximately 27 months – until the expiration of the State Comptroller's authority to honor vouchers against the previous fiscal year's appropriations.





Legislative Ambassador Partnership Agreement

Term: A minimum two-year commitment is requested.

Time Commitment:

This is a year-round position. The time commitment will vary from month-to-month depending on the status of state and federal legislative campaigns.

Based on discussion with the staff partner and Legislative Ambassador, the anticipated time commitment for this position is expected to be _____ hours/days per month.

Responsibilities:

Outreach to Federal and State Elected Officials

1. Sending a letter of introduction to your elected officials.
2. Participating in at least one legislative in-district meeting per year.

Recruiting and Cultivating Volunteers

1. Recruiting new volunteer Legislative Ambassadors.
2. Recruiting new ACS CAN members.

Serving as a Spokesperson for ACS CAN

1. Speaking on behalf of ACS CAN at press events and in radio/TV interviews.
2. Submitting letters to the editor on ACS CAN issues and activities.
3. Representing ACS CAN at American Cancer Society events including Relay For Life and Making Strides Against Breast Cancer, and at other events in the community as needed.

Training and Personal Development

1. Participating in training and conference calls when possible.
2. Participating in monthly team meetings within your state.
3. Attend State Day at the Capitol.

Personal Goals

Signed:

Legislative Ambassador

ACT! Lead

State Volunteer Structure

