



New York Cancer Action Day

Tuesday, April 29, 2025

Training Manual

ACS CAN is the nation's leading cancer advocacy organization that is working to make cancer a top priority. For over 20 years, we've worked together with our volunteers to pass legislation and advance policy changes at every level of government to end cancer as we know it, for everyone.



New York Cancer Action Day

Tuesday, April 29, 2025

Dear Advocate,

It's almost here...we are looking forward to our American Cancer Society Cancer Action Network (ACS CAN) Cancer Action Day on Tuesday, April 29, 2025.

This day is focused on meeting with your Senators and Assemblymembers in the Legislative Office Building (LOB) and Capitol in Albany with the goal to discuss our cancer fighting priorities in New York State; while demonstrating our power through telling your story. Our lawmakers need to know that cancer affects real people, their constituents, and is not just statistics on paper.

This annual event is energizing, exciting and personally rewarding. Whether you are joining us for the first time or are a seasoned advocate, please read through this guide for important information.

We truly appreciate your commitment to advocacy and look forward to the great accomplishments we will achieve together.

Keep fighting,

Rebecca Oechsner
Regional Senior Manager, Grassroots Organizing

Anthony Sandusky
Grassroots Manager, New York City

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Training

We will prepare you to successfully participate in Cancer Action Day during our training which will take place on **Wednesday, April 23** with 2 times to choose from, you only need to attend one. On the training call, we will review event-day logistics, policy issues in detail and have an enactment of what a lawmaker meeting can look like. Please make every effort to attend.

Cancer Action Day training: Wednesday, April 23 from *12-1:30 PM OR 7-8:30 PM.

The agenda includes:

Introduce the Team

Timeline of Events

Legislative Overview

Meeting with Your Lawmakers

Social Media

Post Cancer Action Day

*Note: You only need to attend ONE training.

The summary of our asks is listed on page 12 of this document. Please read them over to familiarize yourself with the asks for the day. You do not have to be an expert and you do not have to memorize them. You will have talking points in your volunteer packet to use. You will also be with a team and not alone in your lawmaker meetings.

The more prepared you are, the more comfortable you'll be in your meetings with lawmakers. Our policy materials are on pages 12 & 13, please take the time to review them to be prepared for your meetings. We'll have time on the training call to answer your questions.

Nervous?

Whether it is your first time, or you are a seasoned advocate, we will walk you through what to expect on our Cancer Action Day training call.

Optional Mentor Program

When you registered for the event, you were asked if you would like to work with a mentor. If you checked yes, volunteers will be reaching out to you to pair you with a mentor.

Lawmaker Meetings

Each participant will be placed with a team of others from your region, **led by a team leader**. ACS CAN will organize all teams and schedule all meetings. To avoid confusion with lawmakers' scheduling staff, please do NOT schedule your own meetings. All attempts will be made to schedule meetings with your specific lawmakers. Your final schedule will be provided within the week prior to the event.

Attire

An ACS CAN T-shirt will be provided to you when you arrive in Albany to wear for the day and display our solidarity and who we are! Please feel free to bring a long-sleeved shirt to wear under it or something over it if it is chilly. Please no ripped jeans, sweatpants or shorts. Wear comfortable walking shoes, sneakers are acceptable.

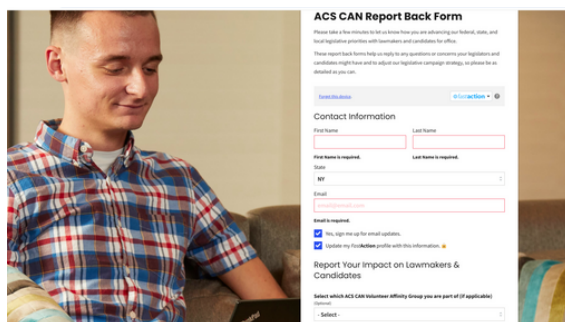
Parking Near the Capitol

The parking garage that has more availability is the MVP Arena parking garage located at 100 Beaver Street, Albany and is adjacent to the Empire State Plaza and accessed via the walkway that connects the plaza concourse to the garage. The cost is \$8 per day. Please save your receipt to submit for reimbursement if traveling from an area that is not on a bus route.

Alternative parking: There is metered parking on State Street in front of the Legislative Office Building or Washington Avenue across the park from State Street. This is more expensive and requires you to download an app to pay and is not always available. There is the visitor's parking lot under the plaza which is \$10 for the day but it is usually sold out by 8 AM.

Note Taker & Report Back Form

For each meeting, teams need to designate a note taker, preferably someone not speaking so they can capture the details of what is said pertaining to our asks. This will also help the person filling out the report back form. It is important that we know how your meetings went thus, we ask you to designate ONE person per meeting (or team), to fill out the report back form as a follow-up to your meeting. There will be a sheet with a QR Code that links to the form in your packet. This link will also be emailed to you after the event in case you didn't have the opportunity to fill it out right after your meeting.



ACS CAN Report Back Form

Thank you for the time and effort you are investing in federal, state, and local legislative priorities with lawmakers and candidates for office. These report back forms help us reply to any questions or concerns your legislators and candidates might have and help us adjust our legislative campaign strategy, to better be able to address your call.

Contact Information

First Name Last Name

Work Email is required Last Name is required

Date

City

State

ZIP

Email

Phone

Are you signing up for email updates? ☒

Update my Facebook profile with this information? ☒

Report Your Impact on Lawmakers & Candidates

Select which ACS CAN Volunteer Affinity Group you are part of (if applicable)

Other

Thank you cards

There will be thank you cards on the 3rd Floor Terrace for you to fill out after your meetings that we will collect after the day is done. Staff will hand deliver these thank you notes to the offices you met with as another way to stay fresh in their minds and to thank them for taking the time to meet with us. Please be sure to put the name of who you met with and which office they are from so we will know who to drop it off too.

Reimbursement Form

If you drove into Albany, please save your receipt for parking and submit it with the reimbursement form to cindy.doornink@cancer.org. The form will also be included in the follow-up email.

VOLUNTEER EXPENSE FORM

Refer to the ACS Volunteer and Staff Travel and Expense policy to know what you may and may not request reimbursement for. Expense form submission must occur within 60 days of the receipt date in order to comply with IRS regulations. Email completed form to your staff partner and advocacy coordinator.

Volunteer's Name Date

Volunteer's Email

Working Address

City State ZIP

Event Name & Location

Date Trip Started Returned

Purpose for Reimbursement

ALCOHOL/BEVERAGE STATEMENT (MUST BE COMPLETED PRIOR TO REIMBURSEMENT)

☐ No portion of the above expenses was used for the purchase of alcoholic beverages.

☐ Some portion of the above expenses was used for the purchase of alcoholic beverages.

Amount towards purchase of alcoholic beverages

Please type your name to provide your electronic signature

(By typing my name, I certify that the expenses below were necessary and reasonable, and incurred while on Society business.)

All fields in yellow below will be automatically calculated for you. If you need to add lines below, ensure the formulas in yellow appropriately update.

Date (one day per column)	MEALS	MEALS	MEALS	MEALS	TOTALS	Spent Category
Meals	Breakfast					
	Lunch					
	Dinner					
	MEALS TOTAL					Meals
	Total Miles					
	Average Rate @ \$.14					
	Taxi, Uber, Lyft, etc.					
	Tolls in Transit					
	Parking					
	TRANSPORTATION TOTAL					Transportation
	Laundry					
	Checked baggage, toll on air travel, etc.					

Agenda

Travel to Albany – There will be transportation provided from several points, please check the schedule in this manual to see which will be closest to you. Those driving in from places that were not on a bus route will be reimbursed for parking.

Once you have arrived at the Empire State Plaza Concourse, you will go through security to the Legislative Office Building (LOB). Travel lightly as to avoid hold ups going through security. Do not bring weapons of any kind, pocket knives included. Once through, you can move back and forth between the LOB and Capitol. If you go outside or on the concourse, you will have to get back in through security. There will be an ACS CAN sign at the entrance of the LOB. Take elevators to the 3rd floor.

10–11 AM: Check-in, 3rd Floor Terrace, Legislative Office Building

Pick-up T-shirts, volunteer folders, Team Leader pick up your leave behind packets. Coffee, water, grab and go snacks will be available.

11 AM: Event Kick-off

Volunteers can eat lunch while listening to program.

11:10 AM: Our Plan and Purpose – Marcia Earle, State Lead Ambassador

11:20 AM: Presentation of Distinguished Advocacy Award, Speaking Program, Updates Michael Davoli, Senior Government Relations Director

11:40 AM: Group Photo on Stairs of The Well (photographer)

12–4 PM: Meetings with Elected Officials, schedules handed out by Team Leader
Pick up boxed lunch on 3rd Floor Terrace, LOB when your schedule allows. Drop off leave behind packets for those members you do not have a meeting with.

3–4 PM: Report Back Form & Thank You Notes – When you are done with your meetings, come back to the 3rd floor terrace – Pizza & Salad will be available

4–4:30 PM: Debrief and back to buses to depart Albany



Travel – Bus Routes

Travel – BUS ROUTE – Western/Central NY Buffalo/Rochester/Geneva/Syracuse

Please arrive 10–15 minutes prior to the departure of the bus at your stop considering there is a very tight time schedule.

Wegmans

675 Alberta Dr
Amherst, NY 14226
Dep. Apr 29, 2025, 6:00am

Leroy Park and Ride

7797 S Lake Rd Bergen, NY 14416
Arr. 6:57am Dep. 7:00am

This lot is located on Route 19 at Interstate 490 in the Town of LeRoy, Genesee County. It has a total of 108 spaces, four of which are reserved for motorists with handicap tags. To get to the lot from the New York State Thruway, take Exit 47 (I-490). Take Exit 1 on I-490 and continue straight onto Vallance Road. Continue straight onto Lake Road (State Route 19). The parking lot is on the left.

Geneva Exit Park & Ride

1610 NY-14
Phelps, NY 14532
Arr. 8:04am Dep. 8:15am

Pick-up – This lot is located on Route 14 at the New York State Thruway, Exit 42 in the Town of Phelps, Ontario County. To get to the lot from the New York State Thruway, take Exit 42 (Geneva-Lyons). Turn left onto Route 14 North (Lyons Road). The driveway to the parking lot is on the left.

Travel – Bus Routes

Travel – BUS ROUTE – Western/Central NY Continued Buffalo/Rochester/Geneva/Syracuse

Syracuse

Exit 38 – County Route 57,
Salina, NY 13088
Arr. 8:59am Dep. 9:15am

The Thruway Park and Ride located near Exit 38 on the New York State Thruway (I-90) is situated in Liverpool, New York. Here are the details: Address: County Route 57, Liverpool, NY

End Location Empire State Plaza, Madison Avenue

222 Madison Avenue, Albany, NY 12210, USA

Estimated arrival: 11:51 AM EDT

Travel – Bus Routes

Travel – BUS ROUTE – LI/Queens/Wappingers Falls

Please arrive 10–15 minutes prior to the departure of the bus at your stop considering there is a very tight time schedule.

Long Island

Initial Pick-up Location Melville Park & Ride
395 North Service Road, Melville, NY 11747, USA
Departure: 6:30 AM

Queens

Second Pick-up Location Little Neck Plaza
25427 Horace Harding Expressway, Little Neck, NY 11362, USA
Departure: 7:15 AM

Heritage Financial Park

Go to the back lot by the bus depot for pick up and drop off.
1500 Route 9D
Wappingers Falls, NY 12590
Departure: 9 AM

End Location Empire State Plaza, Madison Avenue

222 Madison Avenue, Albany, NY 12210, USA
EST. Arrival: 10:41 AM

Travel – Bus Routes

Travel – BUS ROUTE – Manhattan/Bronx/Hudson Valley

Please arrive 10–15 minutes prior to the departure of the bus at your stop considering there is a very tight time schedule.

Manhattan

Initial Pick-up Location American Cancer Society Hope Lodge
132 West 32nd Street, New York, NY 10001, USA
Departure: 6:30 AM EDT

Bronx

Pelham Bay Park by the last stop of the 6 train
Pelham Bay Park, Bronx
Departure: 7:30 AM

Woodbury Commons Premium Outlets

498 Red Apple Court
Central Valley, NY 10917

Please board the bus at bus plaza 2 adjacent to bus plaza 1 and the Saks5ave entrance. You can park at the green lot across from bus plaza 2. Departure: 8:45 AM

End Location Empire State Plaza, Madison Avenue

222 Madison Avenue, Albany, NY 12210, USA
Est. Arrival: 10:35 AM EDT

2025 Cancer Action Day Legislative Asks

1) Improve access to NY's paid medical leave system.

S172 / A84 will improve access to NY's paid medical leave system. All working cancer patients, survivors, and caregivers should have access to paid family and medical leave that allows them to take time off work to attend to their own or a loved one's care without losing their job or income. **Will you speak to your Assembly conference leader to support A84 and pass it right away.**

2) Improve Access to lung cancer screening.

S2000 / A1195 will improve access to lung cancer screening by eliminating patient cost-sharing for follow up screening. Out-of-pocket costs for individuals lead to delayed or missed lung cancer screenings. Delayed or missed screenings can lead to delays in follow-up testing and treatment, which ultimately impacts a patient's survival. **Will you co-sponsor the legislation and ask your Assembly Conference Leader to support it and pass it before adjourning in June?**

3) Expand access to patient navigation services.

S5565 / A6586 will improve care for individuals who are eligible for screening, follow-up, or treatment by expanding access to patient navigation services. By requiring all state regulated health plans in New York State, including Medicaid, to reimburse for patient navigation services New York State can improve patient outcomes and reduce overall health care spending. **Will you co-sponsor the legislation?**

Talking Points

#1 Reform NY's Paid Medical Leave System (Assembly)

- No one battling cancer should have to choose between feeding their families and taking time off for treatment.
- New York State's paid medical leave system is not meeting the needs of cancer patients.
- Bill A84 Sponsored by Assemblymember Solages will provide cancer patients and others a living wage and protect them from losing their job and health insurance while undergoing treatment.
- **Will you ask your Assembly conference leader to support A84 and pass it right away?**

#2 Remove Barriers to Lung Cancer Screening (Assembly)

- Lung cancer is the #1 cancer killer.
- Out-of-pocket costs for follow-up lung cancer screening and diagnostic tests are preventing people from getting screened and contributing to the high rate of lung cancer deaths.
- Bill A1195 Sponsored by Assemblymember Peoples-Stokes will eliminate patient cost sharing for lung cancer screening.
- **Will you co-sponsor the legislation and ask your Assembly Conference Leader to support it and pass it before adjourning in June?**

#3 Expand Access to Patient Navigation Services (Assembly/Senate)

- Patient navigation services improve patient outcomes and reduce overall health care spending.
- A lack of reimbursement for navigation services is preventing many patients from accessing them.
- Bills S5565-Bailey/A6586-Weprin will require all state regulated health plans, including Medicaid, to reimburse for patient navigation services.
- **Will you co-sponsor the legislation?**

Sample Meeting Agenda

Introductions (2 min total so introductions need to be brief) (Hook)

- Team leader introduces themselves sharing who they are, where they are from and if they are a survivor, caregiver, patient, etc.
- Starting with any constituents in the room, each group member shares who they are, where they are from and if they are a survivor, caregiver, patient, etc. Rotate survivor story from meeting to meeting.

Team leader introduces the issue to the lawmaker. (Line)

- We are here today to speak with you about three critical issues that impacts millions of New Yorkers—improving NY’s Paid Medical Leave System, having better access to lung cancer screening, and to expand patient navigation services.
- I’d like to ask a few of my team members to go over the basics of why these issues are important and our policy requests. (Tell your story and how it relates to the ask).

Make the ask! (Sink)

- Will you support (insert ask)?

Social Media

Please promote your participation in Cancer Action Day on social media!

Social Media Best Practices:

- Use @ to tag your lawmakers (post must be “public” on Facebook)
- Include the hashtag #FightCancerNY in camel case (Capital letters starting each word)
- Include pictures in your posts
- Share and like your fellow advocates messages and our ACS CAN posts and tweets

ACS CAN NY handles: Facebook @acscanofNY * Instagram: @acscan_NY * X: @acscan_NY

Pre-event Samples

PLEASE NOTE: You may see all caps and xxx in some of the sample posts, that is where you will fill in the pertinent information to you and tag your lawmakers.

I am so excited to travel to Albany and join my fellow advocates in meeting with our lawmakers for Cancer Action Day to ask to improve NY’s Paid Medical Leave System, having better access to lung cancer screening, and to expand patient navigation services. #FightCancerNY

Looking forward to meeting @YOURLAWMAKER and ask them to make fighting cancer a priority during @acscan_NY’s Cancer Action Day in Albany! #FightCancerNY

Event Day Samples

Do a Facebook live or record a video to post on social media.

Below are sample scripts to use.

- Good morning! Today, I am so excited to be participating in ACS CAN’s Cancer Action Day to meet with YOUR LAWMAKERS NAMES. Follow along as I join over 80 NY volunteers in calling on our state lawmakers to make fighting cancer a priority. Check in today for updates and opportunities to join me in the fight!
- Hey everyone! I just met with YOURLAWMAKER and it was awesome! We are making our voices heard and fighting to improve NY’s Paid Medical Leave System, having better access to lung cancer screening, and to expand patient navigation services. Want to fight with me? It’s easy and rewarding. (Post on your page with your video, sign up to be a volunteer with ACS CAN at <https://www.fightcancer.org/volunteer-for-acs-can>)

Social Media Continued

Event Day Samples (Continued)

- Hello! NY Cancer Action Day is a wrap. What an amazing day! So fun and fulfilling to stand with fellow advocates in calling on the NY legislature to make fighting cancer a priority! I attended XX meetings in one day! Want to learn how you can join us in future events? Message me. (Post on your page with your video, sign up to be a volunteer with ACS CAN at <https://www.fightcancer.org/volunteer-for-acscan>)

Social Media Posts

- I am in Albany today with over 80 advocates calling on our lawmakers asking to improve NY's Paid Medical Leave System, having better access to lung cancer screening, and to expand patient navigation services. #FightCancerNY
- Thank you @INSERT LAWMAKER NAME for meeting with @ACSCAN today and listening to our asks to improve NY's Paid Medical Leave System, having better access to lung cancer screening, and to expand patient navigation services. #FightCancerNY
- No one battling cancer should have to choose between feeding their families and taking time off for treatment. @INSERT ASSEMBLYMEMBER please support bill S172/A84 and improve NY's paid medical leave system. #FightCancerNY
- @INSERT LAWMAKER NAME please support S2000/A1195 which ensures comprehensive insurance coverage and the elimination of cost sharing for recommended lung cancer screening and follow-up testing for individuals by all payers in New York, including Medicaid. #FightCancerNY
- Patient navigation services improve patient outcomes and reduce overall health care spending. @INSERT LAWMAKER NAME, please support bills S5565/A6586 which will require all state regulated health plans, including Medicaid, to reimburse for patient navigation services. #FightCancerNY

Glossary of Terms

Ask/Asks: The legislative actions we want our lawmakers to take to support the fight against cancer.

Concourse: The underground area where all of the Empire State Plaza buildings are connected. Security is also located in the concourse, as well as eateries, banks and the NYS gift shop.

Hook-Line-Sinker: Mnemonic for the key steps for an effective lawmaker meeting: the Hook is who you are (a constituent), the Line connects your personal story to the Asks, and the Sinker is when you make the Ask.

LOB: Acronym for Legislative Office Building – the location in Albany where our senators and assemblymembers and staff have offices where we meet with them on Cancer Action Day.

Off the Floor: A type of meeting where a constituent is escorted to an area outside of the legislative chamber (in the Capitol building, across the street from the LOB, accessed through concourse) where they meet with their lawmaker (rather than meeting with a lawmaker in their office in the LOB).

Well: The first floor of the LOB with an enormous staircase (in past years we have based our Cancer Action Day activities in the Well, but this year we're using the 3rd floor terrace).

THANK YOU!

**We can't wait to see you at Cancer Action Day
Tuesday, April 29, 2025!**

Staff Contact Information

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Casey.Oneill@cancer.org

**In case of an emergency or if you are
unable to attend Cancer Action Day for
any reason, please text Becca Oechsner at
518-275-1587.**

