

Template Follow-Up Email to Congressional Staff

The message below is a sample email for following up with the congressional staff you met with during Day on the Hill. You should only follow up with the House member from your district. If you had multiple volunteers from your state, only one person from your group should follow up with Senate offices.

Please personalize this message so it's in your own words and relates back to the conversation you had during your meeting.

Dear Ms./Mr. _____,

Thank you for meeting with me and my fellow volunteers from the Crohn's & Colitis Foundation on Wednesday. I appreciated your taking the time to listen to our experiences living with inflammatory bowel disease (IBD) and considering the requests we made.

I passed along your request for additional information about [Name of Bill] to Erin McKeon, the Foundation's federal advocacy director. Either she or I will get that to you as quickly as possible. Of course, you're always welcome to contact Erin directly at emckeon@crohnscolitisfoundation.org.

When would be a good time for me to follow up with you about the Representative/Senator's interest in supporting the legislation we discussed?

As a reminder, those asks included:

- Signing the Dear Colleague letter asking the FDA to quickly update its approval process for pediatric IBD drugs. Here is the link for them to sign on: <https://quill.senate.gov/letters/letter/37768/opt-in/view/15520e07-46d8-4199-8961-7b3f930bb04b/>
- Support increased federal funding for IBD prevention and research in the FY27 budget
- Cosponsor the Safe Step Act

And thank you again for being a Safe Step Act cosponsor! This bill is an important step in helping IBD patients get faster access to the treatment their doctor recommends. I hope that you will work with us to support efforts to pass this bill into law by the end of this year.

As the Foundation's volunteer Advocacy Champion for the [XXth] district/state, I look forward to staying in touch with you and working together to support the needs of the people in our community who are living with Crohn's disease and ulcerative colitis.

Sincerely,

[Your Name]
[Your Address]

Personalize that second sentence so it relates to your meeting. Be sure to include any reference they made to someone they know with IBD.

Only include if they requested information.

If the lawmaker is already a cosponsor, then do not include the last bullet point. Instead, add this paragraph.

Add your U.S. congressional district or state name if writing Senate staff