

Endocrine Society Town Hall Toolkit

Preparing for the Meeting

Know the position of your member of Congress. Visit their website and social media pages to read their latest press releases, speeches, newsletters, and tweets. Find out how they've voted recently, which issues they are following, and what Committee's they're on. Understand that someone on the Senate Committee on Agriculture, Nutrition, and Forestry, may not be as familiar with some of these issues as someone on the Senate Health, Education, Labor, and Pensions Committee.

Understand the format of the Town Hall. Some town halls are on specific topics and have speakers organized, others are more open ended and encourage more audience interpretation. Reach out to your lawmaker's office to find out what type of town hall you're attending.

Prepare your questions. Write down your question, including a brief background on why it is important to you. Make sure it is focused on a specific subject or piece of legislation. Avoid long introductory statements, but be sure to share your name, town of residence, where you work, and what you do.

Be brief and practice. Focus your attention on one or two questions. Practice asking those questions until you can get through each one in 25 seconds or less while remaining clear and articulate.

On the Day of the Meeting

Arrive early. Sign in if asked to do so and introduce yourself to the staff. Offer a business card or other contact information. Ask staff if you need to sign up in advance to ask a question.



Sit in the front. If microphones are in the aisle, sit as close to the aisle as possible so you can quickly get to the microphone when it is time to ask questions.

Silence your phone and any other devices you have.

Staying Engaged

Share your business card. Give your business card to your member of Congress and their staff and ask how you can assist on these types of issues.

Share your experience on social media. All members of Congress are active on social media. You can find their handles on their websites.

- Write a post on their Facebook wall
- Send a post on X or Bluesky to repeat your message or thank them for addressing your concerns. Remember that hashtags increase your visibility.
For example:
 - “Thank you @CongresswomanX for your support of @NIH! #CutsHurt”
 - “Thank you @CongressmanY for meeting with me to discuss how @NIH funding affects #diabetes. #research #CutsHurt”
- Tag the Endocrine Society (@TheEndoSociety, @endocrinesociety.bsky.social)

Tell us about your meeting. Let the Endocrine Society know you participated, what you asked, and what the response was by emailing us at advocacy@endocrine.org.

Sample Questions

When the opportunity arises, be prepared to ask your questions during the meeting. Briefly introduce yourself (who you are, where you live, what you do) and explain that you are here because you are concerned about a specific issue (e.g. funding for NIH).

NIH Funding-Related Questions:



- I am an endocrine researcher studying infertility and am funded by the National Institutes of Health. Do you think funding for biomedical research should be a federal priority?
- I am an endocrine researcher studying rare pediatric endocrine cancer and am funded by the National Institutes of Health. Can I and the patients I treat count on your support for increasing funding for biomedical research?
- I am conducting research on how hormones affect breast cancer and concerned about funding cuts to NIH. I have appreciated your support for NIH funding in the past. Can you tell me what you are doing now to protect NIH from further cuts? What information can I provide to you to help you?