

FOR GROUP LEADERS

How to use this February Action Sheet

CCL volunteers gather each month locally in groups to do four things: [Learn, Celebrate, Practice and Act](#).

Information to share with your volunteers:

1. Here are [free courses](#) that you and your volunteers can take to help with your chapter's inclusivity. Also, our new **Diversity and Inclusion Action Team's** [next meeting is on February 26](#).
2. Here's CCL's [2024 Policy Roadmap](#) graphic and description which include advocacy and conferences.
3. [Applications are open](#) for our March 19-20 D.C. **Conservative Climate Conference and Lobby Day**.
4. This is a good time to review our [Getting to know your member of Congress](#) training.
5. Policy-specific actions are pinned at the top of these four CCL Community sitewide forums: [Carbon Pricing](#), [Clean Energy Permitting](#), [Healthy Forests](#), [Building Electrification and Efficiency](#).

Before your monthly virtual gathering, ask your liaison(s) and some veteran volunteers to suggest effective and impactful items to deliver to your Member of Congress (MOC)'s district/state office at the end of March. See this month's **Plan a March drop-off at your MOCs' district/state office** for more details.

Climate will be a higher priority for elected officials when more climate-first voters reliably vote. Your volunteers can urge people to: register to vote, cast their ballot and vote with the climate in mind. The **Help get voters out for the primary elections** action below provides details and suggested activities.

Sample meeting agenda (suggested time is 55-90 minutes)

1. To begin your meeting, you might read a statement of CCL values. See this [forum post for an example](#).
2. Connection before content. What is your beverage of choice in the winter? - *5 mins*
3. Celebrate chapter and volunteer successes. - *5 mins*
4. Invite your volunteers to start filling out your copy of the [monthly virtual sign-up sheet](#).
5. If attendees heard Sam Daley-Harris speak, invite them to share something they learned. If you have a big group and you're on Zoom, use breakouts. - *5-10 mins*
6. Start the two actions and the three bonus actions and make a plan to finish them. - *5-10 mins each*
7. Do the Communication Skills Exercise. - *10 mins*
8. Round-robin share: What group or personal action will you take during the next month? - *5-10 mins*
9. Ask someone to log your meeting and attendees in the [Action Tracker](#) — it helps give CCL accurate information about chapter engagement.