



**100+**years

## AMERICAN COLLEGE OF SURGEONS

*Inspiring Quality:  
Highest Standards, Better Outcomes*

### **Chapter Lobby Day Grant Program 2020 Criteria and Application**

One of the most effective ways of letting elected officials know your chapter's views on state legislative issues is by communicating through face-to-face meetings between surgeons and their legislative representatives. Sponsoring a lobby day provides elected members of your state legislature with the information they need to make the best decisions for their constituents and raises the profile of the chapter.

Program criteria for the 2020 Chapter Lobby Grant Program include:

1. Applications (form attached) with applicable attachments must be received no later than close of business on **September 1, 2019**. They should be sent to [cjohnson@facs.org](mailto:cjohnson@facs.org) or mailed to Christopher Johnson, State Affairs Associate, American College of Surgeons, 20 F Street NW, Suite 1000, Washington, DC 20001. Applications received by the deadline will be reviewed and grant recipients confirmed by the Health Policy and Advocacy Group (HPAG).
2. Chapter leadership (officers, councilors and governors) are expected to play an active role in the planning of the event. They are also expected to participate in the lobby day with a minimum of 75% of the chapter leadership in attendance.
3. In those states with more than one ACS Chapter, those Chapters in the state interested in sponsoring a state lobby day must submit a joint application. Statewide advocacy requires a united surgical voice which is best developed when diverse chapters are working together. One way to achieve this is through the creation of a Joint Advocacy Committee (JAC) with equal representation from each chapter. In those states where multiple chapters exist and individual applications are submitted, they will not be accepted.
4. When a joint application is submitted and approved for a grant, the funds will be evenly distributed between each of the chapter applicants unless other arrangements are agreed to by the applicants. A Joint Advocacy Committee or similar entity should have its own tax status, and its own bank account, in which case the grant funds would go to the JAC.
5. Grant funds must be used to cover the costs of lobby days. This can include but is not limited to: development, printing and mailing of registration brochures for the event; reimbursement of travel costs for participants (bus rental, etc); meeting expenses (receptions, food/beverage, dinners, room rental, A/V, etc.); acquisition of lobbying services; contribution for participation in a coalition lobby day; and so on.

6. Chapters may request up to \$5000 and must match ½ that amount from their own funds. Not all applicants are guaranteed they will receive a grant, nor the full amount of the request, and some chapters that have received grants in previous years may not receive one for 2020. If for some reason a lobby day needs to be cancelled, unspent funds will be returned to the ACS. This refund should be accompanied with a letter explaining why the program was cancelled and what if anything could be done in future years to address the factors leading to the cancellation.
7. Applicants agree to use the grant funds to advance an ACS state-level initiative to be selected from the following list. Informational toolkits for each issue will be provided.
  - a. Uniform Emergency Volunteer Health Practitioners Act
  - b. Trauma system funding
  - c. Expansion of coverage for bariatric surgery
  - d. Coverage for colorectal cancer screening
  - e. Definition of surgery
  - f. Bleeding Control programs and funding
  - g. Other surgical issue relevant to the state
8. Grant recipients will be assigned a member of the ACS State Affairs team to serve as a resource for planning and implementation of the event.
9. Following completion of the lobby day, chapters will have 45 days to provide a report describing the event and its accomplishments. This report should detail ways in which the grant funds were spent, and assess the overall completion of goals and objectives of the program.
10. Chapters seeking additional lobby day grants in future years will be evaluated on a number of factors including participation in the lobby day by chapter leadership, and submission of the report required following completion of the lobby day. Chapters that fail to turn in a report on the lobby day will be ineligible to apply for another grant until the report is submitted.

The State Lobby Day toolkit is available at <https://www.facs.org/advocacy/state/chapter-grant>. Chapters are encouraged to utilize this planning guide in considering all aspects of a state lobby day.

**ACS Chapter Lobby Day Grant Program  
2020 Application**

**Application Due Date: September 1, 2019**

CHAPTER(S):

PRIMARY CONTACT:

ADDRESS:

CITY, STATE ZIP:

TELEPHONE:

EMAIL:

AMOUNT REQUESTED: \$

CHAPTER MATCH: \$

CHAPTER ADVOCACY/LEGISLATIVE CHAIR: (Name)

CHAPTER CONTRACT LOBBYIST? Y/N, if yes (Name & Contact):

Select a state issue from the following (check one):

- Uniform Emergency Volunteer Health Practitioners Act
- Trauma system funding
- Expansion of coverage for bariatric surgery
- Coverage for colorectal cancer screening
- Definition of surgery
- Bleeding Control programs/funding
- Other surgical issue relevant to the state (describe):

**Please answer the following questions as completely as possible.**

1. When does the Chapter plan to hold a lobby day? (Approximate Date, Month, or Spring/Fall)
2. Will it be part of the Chapter's annual meeting, part of another larger state meeting (ie other advocacy day), or an independent event?
3. Will the Chapter be the only sponsor of the event, or will other Chapters and/or state surgical/medical societies be invited to be co-sponsors (coalition activity)?
4. Define the target audience --who will be invited to participate in this event, i.e., Chapter leadership, Chapter members, Residents, all surgeons in the state, etc? What is the goal for number of participants?
5. How is the event to be planned – special Chapter committee, Chapter Council, Joint Advocacy Committee with other chapters, etc.?
6. Has the Chapter sponsored a lobby day in the past? Y/N If so, please briefly describe the event; level of participation by surgeons; issue focus; etc.

Advocacy Goals and Objectives:

7. Why does the Chapter want to sponsor a lobby day?
8. How does a lobby day fit with the Chapter's efforts on state legislative advocacy?
9. What legislative initiatives and advocacy activities did the Chapter engage on in 2019?

10. Provide a brief outline/schedule and budget for the event. Explain how the grant will be used for the event.

11. How much has the Chapter budgeted for advocacy activities for the grant year?

12. What other resources will the Chapter anticipate needing for planning and execution of the event?

More Information (If Necessary):

**Application Due Date: September 1, 2019**