

Lobbying* Recording Sheet

MONTH/YEAR: _____, 20____

EMPLOYEE _____

Due: 5th working day after end of month

Who did you lobby?	What date did you lobby?	How did you lobby (email, in-person)?	What did you lobby on?	How Many Direct Lobbying Hours?	How Many Grassroots Lobbying Hours?
TOTAL HOURS					

***Direct Lobbying:** Attempting to influence **Federal, State, or Local** legislators **directly** on a specific piece of legislation/resolution or encouraging the public to vote for or against a ballot initiative. **Grassroots Lobbying:** Encouraging the **public** (other than the organization’s members) to encourage a legislator to vote a certain way on a specific piece of legislation.