**INSTRUCTIONS**

* **Following your meeting, please tailor the below sample follow-up letter to thank the elected official for meeting with you (or for arranging for their staff to meet) and to recap your meeting topic and ask.**
* **Please refer to Cure SMA’s DIY Video on** [**How to Structure a Congressional Meeting**](https://www.youtube.com/watch?v=0CnkRfJUj8M) **for tips on your thank you letter.**
* **Contact** **advocacy@curesma.org** **if you have questions at any point during your congressional outreach.**

**SAMPLE POST-MEETING THANK YOU LETTER -** (personalize the highlighted sections before sending)

[Date]

The Honorable [First Name Last Name]

United States [Senate or House of Representatives]

[Congressional Member’s Address]

[City, State Zip]

Dear [Senator/Representative] [Last Name]:

Thank you for [meeting with me / making your staff available to meet with me] to discuss spinal muscular atrophy (SMA**),** aneuromuscular disease, and to highlight the needs of individuals with SMA and their families.

As we discussed, SMA is an inherited neurodegenerative disease that affects the muscles used for activities such as breathing, eating, crawling, and walking. Once considered the leading genetic cause of infant death, SMA now as three effective FDA-approved treatments that are improving the lives of children and adults with SMA. [Repeat your connection to SMA in 1-2 sentences.]

However, significant unmet needs remain throughout the SMA community. [Repeat the topic and the request you made during your meeting within 1-2 sentences. *For example, “Many individuals with SMA require a personal care attendant (PCA) or other caregiver for assistance with daily living activities, such as bathroom support, household duties, and transferring in and out of bed and into their power wheelchairs. Unfortunately, the SMA community struggles to find caregivers and faces other caregiving challenges that can limit community* *participation and cause stress over health and safety concerns*.”]

Thank you again for your time and your consideration of my request. Please do not hesitate to contact me if you or your staff have questions or need any additional information.

Sincerely,

[Your First Name Last Name]

[Your Address}

[Your City, State Zip]

[Your Phone]

[Your Email]