



ACTING IN COMMUNITY TOGETHER
IN ORGANIZING NORTHERN NEVADA

Candidate Research Action Guide

Goals

- Present ACTIONN's community platform to the candidates.
- Engage candidates with a questionnaire to gain a deeper understanding of their ideas and/or plans to address the challenges facing our community.
- Establish and strengthen relationships with candidates and drive a community conversation during the campaign season that sets the stage for powerful organizing and advocacy in 2021 and beyond.

Important things to remember

- This is not an advocacy meeting or lobby visit. The goal is not to get the candidate to support the platform or policies we want.
- If the candidate gives a vague answer, ask them one more time if they have specific plans or policies they will pursue. However, do not press them on specifics after that or push them to support a specific policy.
- If they ask for resources on an issue, let them know that ACTIONN staff can follow up with resources if they want.

Before Research Action

- Meet at least 30 minutes before to discuss and assign roles for the meeting.
- Ensure you have all the materials you need (platform, questionnaire, agenda, notebook & pen for notes, camera)

After Research Action

Debrief

- Once the candidate has left, take 10 minutes to debrief the meeting.
 - What went well and what did we learn?
 - Who will send a link to the questionnaire and follow up to confirm participation in the Candidates' Forum?

Follow-Up

By the next day:

- Send link to Google Form to get candidate's written response to questionnaire.
- Send an invitation to the Candidates' Forum.
- Send notes and pictures to ACTIONN at dennise@actionn.org.

A week after the link and forum invite are sent:

- Confirm the candidate has submitted a written response to the questionnaire.
- Confirm whether or not the candidate will attend the forum.

2 weeks before Candidates' Forum:

- Connect with Candidate to get a verbal confirmation that s/he will attend the forum.

Please complete research actions with all candidates in your assigned race by March 31st. If you need support or help, do not hesitate to contact your ACTIONN organizer!

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Research Action Roles

These roles should be assigned prior to the research action. Someone may need to take on multiple roles. We suggest meeting at least 30 minutes before you meet with the candidate to plan out the roles and responsibilities.

Group Leader

- Responsible for introducing the group.
- Give power credential and clearly state that ACTIONN and the candidate engagement is a non-partisan effort, and we will not be endorsing any candidate.
- Facilitate the flow of conversation and redirect back to questions and platform when needed.
- Ensure that every team member is heard and represented.
- Clearly explain the next steps and extend an invite to the forum to the candidate.

Notetaker

- Responsible for taking notes on the conversation, specifically if candidates mention specific plans or policies.
- Ask to take a photo with the candidate.
- Send notes and pictures to ACTIONN at dennise@actionn.org

Story Teller

- Share the community platform with the candidate and share a personal story about your connection to the platform.
- Remember: You don't need to be an expert to tell the candidate why this issue is impacting you. Your elected leaders work for you and care about your opinion. Telling your story is a powerful way to connect with them. Your values and experiences can both encourage and challenge their positions.

Question Askers

- Assign each question from the questionnaire to a team member.
- Be clear on the order of questions.
- If the candidate gives a vague response to the original question, each question asker should be prepared to ask "Are there specific policies or actions you would take in regard to this issue?"

Time Keeper

- Support group leader by keeping track of time and letting them know when they need to move to the next question/agenda item.

Candidate Research Action Agenda

Time	Topic	Role
5 minutes	Introductions <ul style="list-style-type: none"> ● ACTIONN Intro and Power Credential (5 Min) ● Name & Congregation/Organization 	Group Leader
5 minutes	Introduce Community Platform & Share Story <ul style="list-style-type: none"> ● Hand the candidate a copy of community platform and go over it ● Have storytellers share a story about why they are involved in this work and their connection to the community platform 	Storyteller
40 minutes	Candidate Questionnaire <ul style="list-style-type: none"> ● Ask candidate questions from the questionnaire 	Question Askers
5 minutes	Next Steps <ul style="list-style-type: none"> ● Remind about the questionnaire and ask to complete in the next week ● Invite to the forum (provide written time, date and location for their position's forum) 	Notetaker
5 minutes	Closing <ul style="list-style-type: none"> ● (All) Thank the candidate for their time. ● (Notetaker) Ask to get a photo with the Candidate and have their aid take it if possible 	Group Leader

ACTIONN Power Credential

ACTIONN is a local grassroots organization founded in 2009. We partner with faith communities and other stakeholders in community organizing, advocacy, and civic engagement at the local and state level. We currently partner with 16 faith communities and several local non-profits all together representing a network of 15,000+ community members.

Over the past 2 years, we have been very active in addressing our community's housing crisis. Locally, we mobilized over 1,000 community members to successfully advocate for the creation of the Washoe County Affordable Housing Trust Fund, which the Washoe County Board of County Commissioners unanimously passed in March of 2019. At the state level, over 300 community members from dozens of congregations and partner organizations engaged in the 2019 Legislative Session by meeting with their legislators, attending hearings, and otherwise sharing their support for affordable housing and other important economic justice legislation.

Sample Email/Call Script

Hello,

My name is _____. I am a member of (faith community) and a leader with ACTIONN. I am also a resident of (ward, district, etc). I am reaching out in hopes of scheduling a time for myself and a handful of other folks to meet with you in February.

I believe that J.D. Klippenstein, ACTIONN's Executive Director, has already connected with you about our voter and candidate engagement plans for 2020, but just in case, here is a little background. After a listening campaign over the summer and fall of 2019 that engaged over 300 of our family, friends, and neighbors, we have created a non-partisan community platform and candidate questionnaire focused on 4 specific concerns: housing, immigration, education, and healthcare. Our goal is to engage every local candidate to ensure these important issues are part of the local conversation during the 2020 campaign season. *I have attached the candidate questionnaire and our community platform to this email.*

Our meeting would be a time for us to discuss the platform and questionnaire in more detail. Afterward, we will send you a link to provide a written response to the questions. Those written responses will be included in the non-partisan voter education material we will distribute in the faith communities and non-profit partners that ACTIONN works with as well as through our voter registration efforts in the community.

We look forward to meeting with you soon.

Thanks