ACT NOW
Afterschool for Children & Teens

2023 Advocacy Toolkit
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<td>Illinois State Board of Education (ISBE) Budget (State)</td>
<td>ISBE’s proposed budget for FY24 included $20 million in funding for afterschool programs. ISBE’s budget also includes $4 million for After School Matters. Unfortunately, ISBE and the Governor did not recommend appropriating $15 million for the Community Partners Grant line, which funds Community Schools. ACT Now will continue to advocate for funding.</td>
<td>Funding Fact Sheet</td>
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<td>ISBE’s Proposed Budget for FY24</td>
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<tr>
<td>Teen REACH (State)</td>
<td>Governor Pritzker’s FY24 budget includes $16.81 million for Teen REACH. This is level funding from the enacted FY23 budget. Teen REACH has historically had more applications than there is funding for the grant program. Tell your policymakers and the Governor that any budget agreement needs to include increased funding for Teen REACH in the amount of at least $19.6 million in order to ensure that youth are served!</td>
<td>Funding Fact Sheet</td>
</tr>
<tr>
<td>Child Care Assistance Program (CCAP) (State)</td>
<td>Governor Pritzker’s proposed budget for FY24 includes $2.689 billion, for the Child Care Assistance Program (CCAP). This is a decrease of $300 million in funding in the enacted FY23 budget. $70 million of proposed funding will be used to cover an expected increase in CCAP participation in FY24. We need the General Assembly to Fund the Child Care Assistance Program (CCAP) at $3.41 billion, of which $70 million will be used to cover an expected increase in CCAP participation!</td>
<td>Funding Fact Sheet</td>
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<tr>
<td>Raise Awareness of the Value of Afterschool &amp; the Need for Funding</td>
<td>Afterschool programs provide youth with a safe place to learn, grow, and develop critical skills. Connecting with legislators and fostering these relationships can go a long way in helping to develop favorable afterschool policies and sustainable funding streams. Encourage your state legislators to support afterschool and share information with them about your program!</td>
<td>Messaging Template</td>
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<td>Sample Completed Messaging Template</td>
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<tr>
<td>21st Community Learning Centers (Federal)</td>
<td>President Joseph Biden proposed level funding of $1.329 billion for 21st Century Community Learning Centers for FY24. While it is great to see continued support of the funding line, we must increase funding to $2.09 billion to ensure that programs may expand upon their offered services across the United States and in Illinois.</td>
<td>Budget of the U.S. Government FY24</td>
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<tr>
<td>Full-Service Community Schools (Federal)</td>
<td>We are excited to see the Biden Administration’s continued support of community schools! The proposed $368 million for the Full-Service Community Schools grant program for FY24 will allow for more community schools programs nationwide and the growth of the framework in our state!</td>
<td>Budget of the U.S. Government FY24</td>
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What is Advocacy?

Advocacy is understood to be the act or process of supporting a cause or proposal. ACT Now considers advocacy as the ability to share one’s point of view and elevate personal experiences as they relate to afterschool and community schools programming to diverse stakeholders.

Why is Advocacy Important?

ACT Now sees advocacy as a key strategy for educating change-makers and providing these partners with the context for which they can develop favorable policies. Out-of-School Time (OST) advocates may participate in advocacy by highlighting success stories within their programs and sharing their organization’s plans and ideas with policymakers in order to gain support for their work.

Afterschool programs and community school providers actively serve the academic, social, and health needs of youth and families. Currently in Illinois, for every child in an afterschool program, four are waiting to be enrolled. Afterschool providers and community schools are crucial to young people’s growth and safety by ensuring youth have learning renewal opportunities, meals, and wraparound services. These important programs also collaborate with school districts and state agencies to leverage resources and provide youth development programming to students and historically marginalized communities of color.

Advocacy efforts are critical to ensuring that policymakers understand the realities of the youth and communities your program supports. Advocacy campaigns also allow program providers themselves to elevate challenges associated with facilitating these integral services and inform decision-makers of their actions! As a result, policymakers should be aware of the need to fund afterschool and community schools.
Identifying your Elected Officials

The Illinois State Board of Elections hosts a District and Official Search page where you can find your elected state officials. To access this website, click here.

*Note: You must enter a complete address with a corresponding zip code (ex: 101 North Wacker Drive, Chicago, IL 60606, Cook County) for the map to locate your legislators’ information. Otherwise, you may enter the county in which you pertain (ex: Christian County, Christian County) in order to find out your elected officials.

To find out who your federal representative is, go to this website, and enter your zip code. The two Senators currently representing Illinois are Tammy Duckworth and Dick Durbin.

Background Information on your Elected Officials

It is oftentimes helpful to understand what policies or bills your elected officials may have supported in the past and whether they have previously championed afterschool programs in their legislation. For policymakers that are not as familiar with afterschool, community schools, and summer learning programs now is an opportunity to highlight the work your program facilitates for young people and families.

The Illinois General Assembly’s website has information on your state elected officials. To access this website, click here. However, you may be able to find more information by visiting your state policymaker’s personal website.
How Can I Advocate?

Many afterschool programs were able to quickly adapt to virtual programming during the COVID-19 pandemic, and a lot of these programs have continued to incorporate virtual aspects into their programming! As a result, ACT Now encourages program providers to invite policymakers to participate in physical site visits as well as host virtual meetings with elected officials. It is also easy to engage policymakers through mailing letters and sending advocacy emails, calling their offices, and tagging them in posts and videos on social media platforms. Below are some tips and best practices when it comes to advocacy.

**Tips and Best Practices**

- **Be nonpartisan**
  Share some key points about the situation without using an argumentative tone. This will keep the lines of communication open for discussing future issues as it relates to afterschool.

- **Know the Issue**
  Make sure you are prepared to speak to the importance of afterschool and the impact it has on communities. The Afterschool Alliance is a great resource for finding data on the need for afterschool programs!

- **Know Your Lawmakers**
  Read about your legislators, their committee, and interests so that you can tailor your message accordingly. Many representatives have worked in the youth development space!

- **Stay Focused**
  Focus your communications with your legislator on one topic. Make sure to use separate conversations for different issues and advocacy campaigns.

- **Learn the legislative process**
  In order to become a successful advocate, you need to know the basics of the legislative process. This means knowing who to go to for your particular advocacy ask.

- **Send a Thank You!**
  Follow-up with an email, letter or social media post thanking your member of Congress or their staff for corresponding or meeting with you. This will help to foster a great relationship going forward!
How Can I Engage Youth in Advocacy?

Engaging youth in advocacy efforts is a great way to amplify their voices and empower them to have a positive impact on their communities. Youth are also a critical part of making sure program providers have an accurate view of young people’s experiences and views. Adults can work collaboratively with youth to offer solutions on how to overcome some of the largest challenges facing afterschool programs.

When working with youth, it is important to be intentional and open minded. A true youth-adult partnership requires that youth’s opinions and ideas are recognized and valued. It is important for adults to have confidence in young people's judgment. Below are some tips for including youth in your advocacy efforts.

**Tips**

- **Establish clear and tangible goals**
  Help youth identify exactly what they want to advocate for in the afterschool space.

- **Create a safe space for all voices**
  Some aspects of a safe space include using appropriate language, being nonjudgemental, accepting, and reassuring young people that their voices are important.

- **Let youth take a leadership role**
  Providing youth with a leadership role will help them develop positive life skills that they will carry into adulthood!

**Resources**

- **ACT Now’s Civic Engagement Toolkit**
  ACT Now has created a toolkit that uses research and data to highlight the importance of providing consistent civic engagement programming for youth in Illinois.

- **A Framework for Effectively Partnering With Young People**
  This framework outlines some of the key benefits of partnering with youth. It also explains how to create and maintain those partnerships!

- **Youth Advocacy Guide**
  United Nations Children's Fund (UNICEF) has developed a Youth Advocacy Guide that is available in English, Spanish, and French! The guide is directed towards youth and supports them in working towards their advocacy goals!
One of the most effective methods of interacting with your state elected official(s) is sending written or email communications.

**Elements of an Effective Letter**

- **Targeted and Focused.** You should address letters to the appropriate legislators in the district where you live and/or where your organization is located.

- **Brief.** In no more than two pages, one if manageable, explain the issue you are responding to and the impact of the proposed resolution or legislation.

- **Individualized.** If you use a form letter, be sure to edit or modify it in order to deliver a unique message to the elected official. Personal messages are more likely to influence legislators to learn more about your cause.

- **Nonpartisan.** Remember, there is a higher chance of receiving a response to your advocacy if the message does not center on partisanship.

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**Opening Statement**

- State the subject of your letter

- Use the bill number or budget line name, if available

- Identify yourself and your organization

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**Body Paragraph**

- Explain the issue clearly at a level your legislator will understand. They are not experts!

- Give an “on-the-ground” and personal example of the impact of the issue.

- State your position on the bill or policy where appropriate.

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**Closing Statement**

- Thank the elected official for his/her/their attention to the issue.

- Let your legislator know that you are a credible contact in the case he/she/they want(s) more information.

- Ask for a reply!
Opening Statement Example

Dear Senator/Representative Last Name,

I am writing to you with regard to (resolution/bill/budget line item). I am the Program Facilitator/Director/Coordinator of (organization’s name) which annually serves (#) students, youth, and their families. OR I provide (#/type of activity) programs at (organization’s name) in (geographic location) that …

Body Paragraph Example

Afterschool programs and community school providers exemplified resilience and strength throughout the COVID-19 pandemic. (Insert examples from your program). Afterschool providers and community schools are crucial to young people’s growth and safety by ensuring youth have learning renewal opportunities, meals, and wraparound services. As such, it is imperative to ensure that afterschool, community schools, summer programming, and child care programs are fully funded. (Insert data points from ACT Now’s FY24 Budget Fact sheet or our state/federal action alerts). Please consider supporting funding afterschool programs in Illinois.

As you consider these line items, we hope you will consider (Insert your program name) as your afterschool resource. We want to connect you with our youth and staff to highlight firsthand the critical roles that we play for our children, youth, and families in our community. You can find more information here (Insert your webpage or social media page).

Conclusion Example

Thank you for your support thus far! We look forward to working with you to help keep Illinois' youth, learning, safe, and engaged.

Sincerely,

(Your Full Name)
Telephone Calls to Your Elected Official(s)

As a constituent, you are able to call your legislator either at his/her/their district office or, during the legislative session, at his/her/their Capitol Building office in Springfield. To reach your legislators in Springfield, you may call the switchboard at 217-782-2000. You can also find the numbers listed for the Illinois House and the Senate. Oftentimes, you will speak to a legislative aide rather than your elected official but rest assured that everyone takes your input seriously and the message will be shared with the policymaker.

The Clerk of the House maintains the addresses and phone numbers of all of the U.S. House members and Committees, or you may call (202) 224-3121 for the U.S. House switchboard operator. In addition, you may choose to visit your member's website directly for further information. To reach your U.S. senators you may phone the United States Capitol switchboard at (202) 224-3121. A switchboard operator will connect you directly with the Senate office you request.

How to Call Your Elected Officials

Research your legislator. Learn his/her/their position on afterschool beforehand.

Prepare for the call. Develop a concise list of talking points you want to share with the legislator during the call. Craft these points to highlight the main issue, your work, and the youth you serve. Incorporate the impact/outcomes (data) from your program.

Introduce yourself. State your name and identify yourself as a constituent of the district your elected official represents. Provide your address and telephone number if the legislative aide requests it. If you are calling about a specific piece of legislation, identify it by name and bill number. If you are calling on behalf of a program, remember to note of the name and location of the program.

Show appreciation. If your legislator has supported your cause in the past, let them know that you appreciated it. Add that you are hoping he/she/they will continue to support this issue.

Focus on a single issue and state your position. Briefly explain your position and what actions you would like your legislator to take.

Thank the legislator. Remember always to be courteous and respectful. If speaking to a legislative aide, jot down his/her/their name and contact information.

Follow-up. If the aide requests additional information, try to provide it as quickly as possible. Keep track of your legislator’s actions and follow up with a letter expressing thanks or disappointment.
Staff Member: Thank you for calling Representative/Senator (Last Name)’s office. How may I help you?

Caller: Hello, my name is (Your Full Name) from (City or Town), and I am calling on behalf of (Name of Afterschool Program or Organization).

Staff Member: Wonderful, what can I do for you?

Caller: As a constituent of Representative/Senator (Last Name)’s district, (Insert information on why you support the action you are calling about. Include why this subject is of concern to you, your program, and the youth and community your program serves).

Staff Member: Thank you for sharing your concerns with us. I will relay your comments to Representative/Senator (Last Name). Do you have a phone number or email address to contact you at?

Caller: Yes, my phone number and email address are (Insert phone number and email address). I appreciate you allowing me to share my thoughts. Have a great day and I look forward to hearing back from Representative/Senator (Last Name).
The Honorable (Full Name),
Illinois House of Representatives
Address

Dear Representative (Full Name):

Thank you for taking the time to converse with me on (Date of conversation) to talk about the importance of afterschool programs in Illinois and in your district (Include district number/area). As we discussed, and as I have witnessed on the ground, these programs help improve academic and social-emotional outcomes, keep youth safe and healthy, and support workforce development not only in underserved and historically marginalized communities, but across the state of Illinois.

I look forward to speaking with you again to strengthen the ways in which we can work together. We hope you continue to champion expanded learning opportunities to ensure that young Illinoisans within our communities have the tools they need to successfully transition into educated, self-sufficient, accomplished, empathetic, and civically minded adults.

Sincerely,

(Your Full Name)
Using Social Media as a Tool

Social media is a great way to bring awareness to initiatives that matter to you! If you or your organization is not already on social media, the first step is to sign up for a free account on a platform! Most legislators use Twitter and Facebook to interact with their constituents. Some also use Instagram to reach more people, and specifically youth populations. To effectively use and leverage social media, think critically about how you can make your content short, compelling, and relevant. It is helpful to experiment with different types of posts, sometimes sharing links to videos or blogs and using images and videos to get a better idea of what resonates with your audience. It’s all about creating engagement and conversation. Most importantly, make sure your message is clear when they tune in.

On the following pages, we have compiled sample social media messages as well as images to go alongside each post! Feel free to change the messages to fit your programs needs!

**Social Media Tips**

**Focus:** Keep it short and to the point – be clear and articulate about the issue and what you think needs to be done about it.

**Be Consistent:** It is important to post regularly, this will keep followers engaged. Try to post at least once a day, or if that’s too often, determine a schedule that works well for your organization.

**Grab attention:** Stand out with a memorable ask. Including a photo, video, or graphic can engage more people.

**Spread the Word:** Make sure your ask is heard by engaging your supporters and asking them to help spread the word. Hashtags can be a big help for this!
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<th>ISBE Funding (State Advocacy)</th>
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<tr>
<td>Dear General Assembly, allow youth development programs to continue to do the essential work of supporting our youth and communities through directly funding ISBE’s After School Programs line at $20 million! @ISBEnews #ACTNow4Access</td>
</tr>
<tr>
<td>@legislator make the accessibility of summer programs and other out-of-school programs a priority for our youth! Secure $4 million in funds for After School Matters now! @ISBEnews #AfterschoolAdvocacyIL</td>
</tr>
<tr>
<td>Community schools are well-connected to the local community and can create a safe and supportive environment inside and outside of the classroom. The General Assembly needs to allocate $15 million for ISBE’s Community Partners Grant! #ACTNow4Access</td>
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<tr>
<th>Teen REACH Funding (State Advocacy)</th>
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<tr>
<td>Teen REACH provides out-of-school services to youth and fosters 21st Century skills. Teen REACH believes in never losing sight of a young person’s ability to thrive. For this reason, and more, the Teen REACH item line needs to be restored to $19.6 million! @ILHumanServices</td>
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<tr>
<td>Teen REACH programs continue to meet the diverse needs of youth. They focus on the mental health of young people &amp; help students renew their learning in IL. We ask that the General Assembly fund Teen REACH at $19.6 million! #ACTNow4Access</td>
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<th>CCAP Funding (State Advocacy)</th>
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<tr>
<td>CCAP funding allows for families to continue working &amp; provides young people with high-quality youth development opportunities. We ask the General Assembly to fund the Child Care Assistance Program (CCAP) at $3.41 billion! #ACTNow4Access</td>
</tr>
<tr>
<td>CCAP grantees continue to provide families with child care. CCAP providers also work to support school age youth by facilitating engaging afterschool programming. We ask the General Assembly to fund the Child Care Assistance Program (CCAP) at $3.41 billion! #ACTNow4Afterschool</td>
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## Sample Tweets

### Raise Awareness of Afterschool & Funding Streams (State Advocacy)


- **92% of parents reported feeling assured of their kids safety in afterschool programs. Tell your state legislators to support out-of-school time experiences in IL by sending our alert [http://bit.ly/3JBiley](http://bit.ly/3JBiley). It takes ONE MINUTE!**

- **Consistent underfunding for afterschool programs exacerbates the workforce crisis and is a disservice to our youth that are unable to be served. Investing in afterschool programs = supporting our youth and diverse communities! [http://bit.ly/3JBiley](http://bit.ly/3JBiley) #AfterschoolAdvocacy IL**

- **1,059,786 children in Illinois want to be enrolled in afterschool programs but do not have access to them. Change this by telling your legislators to support out-of-school time experiences: [http://bit.ly/3JBiley](http://bit.ly/3JBiley) It takes ONE MINUTE!**

- **While we are grateful for legislative support of afterschool programs, we demand greater investment for the field and community schools in order to retain a qualified, caring, and stable workforce. Our youth deserve the best! [http://bit.ly/3JBiley](http://bit.ly/3JBiley)**

### 21st Century Community Learning Centers (Federal Advocacy)

- **The 21st Century Community Learning Centers (21st CCLC) grant is the largest funding stream for out-of-school time programs. In IL, 21st CCLC providers focus on learning enrichment activities, STEM & social-emotional programming. Fund 21st CCLCC at $2.09B to reach more youth!**

- **For every 1 student in a 21st Century Community Learning Centers (21st CCLC) program nationally, 4 are waiting. 1 in 2 programs has a waitlist. Increased funding for 21st CCLC for a total of $2.09 billion for FY24 means more youth are able to participate [http://bit.ly/3K1o5na](http://bit.ly/3K1o5na)**

- **8 in 10 parents say that afterschool programs like 21st Century Community Learning Centers (21st CCLC) allow them to keep their jobs while also providing youth with a safe place to be creative & explore college+career experiences. Fund 21st CCLC @ $2.09B to ensure healthy futures**
Full-Service Community Schools (Federal Advocacy)

Community schools provide necessary integrated wraparound services for youth & families across the country, and oftentimes in historically marginalized communities. Fund the Full-Service Community Schools grant program at $368M so more young people access OST & support services!

Congress must increase funding to the Full-Service Community Schools grant to $368M! Community schools focus on learning renewal+enrichment opportunities & provide integral mental/physical health services for students, as well as child care for families: http://bit.ly/3K1o5na

Sample Tweets

ISBE Funding (State Advocacy)

Dear: General Assembly, Allow the ISBE After School Programs line to continue to do the essential work of supporting our youth and communities through directly funding $20 million to the initiative! Support the ISBE After School Programs line as providers leveraging this funding have supported Illinois youth statewide! @IllinoisStateBoardofEducation

Our friends at After School Matters do amazing work in providing our youth with afterschool and summer programs. In addition, After School Matters provides our teens with a safe and supportive environment to thrive in within the City of Chicago! But they can't do this work without sufficient funds! As a result, we need the general assembly to secure $4 million in funding!

We need sustainable funding for our Community Partnership Grant program to support the implementation of community-based interventions that have continued to provide our youth and families with critical services! Allocate $15 million now!

Teen REACH Funding (State Advocacy)

Teen REACH programs provide young people with a safe space to learn and grow. Teen REACH programs are integral to the well-being of youth in Illinois! We ask that the General Assembly fund Teen REACH at $19.6 million! #AfterschoolAdvocacyIL

Teen REACH provides out-of-school services to youth and fosters 21st Century skills. Teen REACH believes in never losing sight of a young person’s ability to thrive. For this reason, and more, the Teen REACH item line needs to be restored to $19.6 million! @Illinois Department of Human Services
## CCAP Funding (State Advocacy)

CCAP programs provide child care for essential workers and supervision for learning renewal, allowing families to thrive! We are asking the General Assembly to fund the Child Care Assistance Program (CCAP) at $3.41 billion!

The Child Care Assistance Program (CCAP) provides low-income, working families with necessary access to affordable, quality child care and afterschool programs. These programs are vital, not only for the services that our workers provide but for their dedication! @legislator support CCAP and our workers by increasing funding now!

## Raise Awareness of the Value of Afterschool & Funding Streams (State Advocacy)

Afterschool programs improve educational outcomes, keep our youth safe & support our working families in IL. Tell your state legislators to support out-of-school time experiences in IL by sending our alert: http://bit.ly/3JBiley It takes ONE MINUTE! #ACTNow4Access

92% of parents reported feeling assured of their kids safety in afterschool programs. Afterschool programs offer the necessary safe space for youth to continue their education, express themselves, and dive deep into activities that may not be offered during the school-day. Tell your legislators to support out-of-school time experiences in IL by sending our alert: http://bit.ly/3JBiley It takes ONE MINUTE!

Consistent underfunding for afterschool programs exacerbates the workforce crisis and is a disservice to our youth that are unable to be served. Investing in afterschool programs = supporting our youth and diverse communities! Fund afterschool programs now to support our communities!

1,059,786 children in Illinois want to be enrolled in afterschool programs but do not have access to them. Shouldn’t we be there for all of our kids when they are so important to us? Change this by sending our alert to your legislators to support out-of-school time experiences: http://bit.ly/3JBiley It takes ONE MINUTE!

We demand greater investment in the field of afterschool programming and community schools programming in order to retain a qualified, caring, and stable workforce. The COVID-19 pandemic resulted in heightened burnout in our staff and understaffing in our programs. Fund because our youth and staff deserve the best!

Research has shown that parents value afterschool programs and the impact they have on youth! Afterschool programs provide youth with a safe place to go while parents are working. Fund afterschool programs so that they have the resources to continue to provide their crucial services!
### 21st Century Community Learning Centers (Federal Advocacy)

The 21st Century Community Learning Centers (21st CCLC) grant line is the single-largest funding stream for afterschool and summer learning programs in the United States. Programs in Illinois braid this funding to provide critical services such as learning enrichment activities, STEM programming, and curricula that focus on the social-emotional well-being of students. We urge our elected officials to increase funding for FY24 to $2.09 billion in order for program providers to be able to serve more youth!

For every 1 student in a 21st Century Community Learning Centers (21st CCLC) program nationally, 4 are waiting. One in two programs nationwide has a waitlist. Increased funding for 21st CCLC for a total of $2.09 billion for FY24 means more youth are able to participate in lifechanging programming. Tell your elected officials that we must fully-fund 21st CCLC: http://bit.ly/3K1o5na

8 in 10 parents say that afterschool programs like 21st Century Community Learning Centers (21st CCLC) allow them to keep their jobs while also providing youth with a safe place to be creative, and explore college & career experiences. Fund 21st CCLC at $2.09 billion to support the current & future workforce!

### Full-Service Community Schools (Federal Advocacy)

Community schools provide necessary integrated wraparound support services for youth and families across the country, and oftentimes in historically marginalized communities. Funding the Full-Service Community Schools grant program at $368 million for FY24 means that more young people have access to these services as well as high-quality education and expanded learning time opportunities!

Congress must increase funding to the Full-Service Community Schools grant to $368 million to ensure community schools across the nation are sustained and have opportunity to expand their services. Not only do community schools focus on learning renewal and enrichment opportunities but they provide integral mental and physical health services for students, as well as child care for families. Tell congress to support community schools: http://bit.ly/3K1o5na