**Legislative Meeting Agenda Draft**

***Introduction*** (approx. 3min) (leader)

* Thank legislators/staff for their time
* Each attendee makes a brief introduction (< 1 minute each). Suggestion: on Zoom, leader calls on people; in person, go clockwise.
* If you have a legislator that has done something positive for small and microbusiness, mention that (check their website before and check CAMEO’s priority list). **Examples**
	+ Women’s Business Center request for $8mm over 3 years
	+ State Community Development Financial Institution fund
	+ AB 2019 – small business procurement

***The Why*** (the meat of the meeting – approx. 15-20 minutes depending on your ask and if you need to explain)

* COVID-19 has highlighted the importance of small businesses in our communities, their challenges and the need to support the ecosystem - coaching, capital, connections.
* More businesses are starting and many have not reached the recovery stage.
* Importance of an equitable small business recovery.
* BUSINESS OWNER STORY
* AND BUSINESS OWNER is just one of our clients…; here’s where you give your impact data and your great stories. (name)

***The Ask***(approx. 5 min) (Name) Examples

* Support SB 633 – translating of documents
* Support SB 972 – makes it easier for street vendors to operate
* Continue to support the entrepreneurial ecosystem -- Lots of business starts, especially in Latino community – challenge is financial support for training and capital. Doing SEED 2.0 program with a focus on child care.

***The Closing*** (approx. 3) (Name)

* Is there anything you can do for them? Staff meeting to host
* Thank again, get a photo (screen shot?) and confirm any follow ups. Post to social media thank and tag the legislator and copy paste a sample tweet:
	+ Thank you @LegislatorName for a great conversation on how we can support California’s small businesses – particularly those owned by women and people of color – with @CAMEOnetwork. #SmallBiz
	+ Thank you @LegislatorName for a great conversation on how we can build a lasting, equitable economic recovery for California’s small businesses with @CAMEOnetwork. #SmallBiz

Resources

New report

<https://www.kauffman.org/entrepreneurship/reports/incentives-for-entrepreneurial-firms/>

CAMEO Local Entrepreneurial Ecosystem Toolkit

<https://cameonetwork.org/local-entrepreneurial-ecosystem-toolkit/>