



The goal of GMA's Hometown Connection program is to develop relationships between city officials and their legislators to advance the legislative priorities of Georgia's cities.

STEP 1: Planning

- Set up a virtual call with GMA staff for a planning session
- Budget for event (reserving space, catering, etc.)
- Coordinate with outside partners (other cities, chamber of commerce, county)
- Determine which legislators to invite, GMA highly encourages inviting your congressional delegation as well
- Determine which city officials to include in the meeting*

STEP 2: Agenda

- Determine what will be the most important for legislators to know about the city
- Have short presentation prepared
- Allot time for legislator comments and questions from city officials
- Consider having a legislative update from a member of the GMA government relations team
- Serve a meal or light refreshments
- GMA is happy to share sample agendas and ideas with you that will work for groups of any size!

STEP 3: Invitations

- Send out invitations 4-6 weeks ahead of time
- Consider inviting local press
- Confirm legislator attendance ahead of time
- Have at least one GMA government relations team member in attendance

Need help at any point along the way? Contact Katrina Cochran at 470-656-1388 or kcochran@gacities.com.

*If a quorum of officials will be in attendance, be sure to comply with the Open Meetings Act.