

# Activist Handbook

## [Introduction](#)

[Mission Statement](#)

[Who we Are](#)

[What We Do](#)

## [The HOW TO Section](#)

[I just found you online, how do I get started?](#)

[Step 1: Visit our web site](#)

[Step 2: Sign up to receive email updates](#)

[Step 3: Join the Facebook Group](#)

[Step 4: Like and Follow our Facebook Page](#)

[Step 5: Read The Indivisible Guide](#)

[Step 6: Set aside time to Take Action](#)

[Step 7: Join us at our planning meetings](#)

[I'm coming to a meeting, what should I expect?](#)

[General announcements and topics](#)

[Pick a break-out topic](#)

[Stay connected with your team](#)

[Say "I'll do that" and follow up](#)

[Teams report back in and everyone goes home](#)

[Meetings are recorded if you can't make it](#)

[Somehow I ended up leading a team, what do I do?](#)

[Take your sign. Hold it up. Find a space](#)

[Talk is good. Ideas are okay. But notes are what it's all about.](#)

[Share the airwaves: help the conversation along without driving it](#)

[Reach out to include marginalized voices](#)

[1st order of business: Last Week's ACTION ALERT\(S\) and Task\(s\)](#)

[2nd order of business: Welcome New People and GET EMAILS](#)

[3rd order of business: Planning, Planning, Planning](#)

[4th order of business: Next Week's ACTION](#)

[Report in. The last part of the group meeting.](#)

[You're home from the meeting. Now what?](#)

## [Calls to Action and Events Calendar](#)

[Calls to Action](#)

[Events Calendar](#)



## [Civics 101](#)

### [Federal Government](#)

#### [Introduction: The Constitution](#)

#### [The Three Branches of Government](#)

[This section focuses on the Federal Government. Although the WASHINGTON State government is organized along very similar lines, state governments focus on state issues and the Federal government focuses on national issues \(note that the question of exactly which issues should be addressed as national issues and which should be decided by each state is currently a hot topic of debate.](#)

#### [Judicial](#)

#### [Executive](#)

#### [Legislative](#)

[Legislative - Congress is made up of the Senate and the House of Representatives. Congress is responsible for passing all federal laws, which are then signed by the President. The Senate is also responsible for confirming the appointments of certain federal officials \(primarily the President's Cabinet, Ambassadors, all Federal judges, and the commissions of military officers\) and making official declarations of war.](#)

#### [Committees](#)

### [Local Politics](#)

#### [Washington State Government](#)

#### [County Government](#)

#### [City Government](#)

#### [Resource list for Washington State, King & Snohomish Counties, and Local Communities.](#)

#### [General Links:](#)

## [Our Online Presence](#)

### [Our Emails and Facebook Links](#)

#### [Organizing/Admin Team](#)

#### [Focus Groups \(in alphabetical order, includes Facebook Link\)](#)

## [Helpful Resources](#)

### [General Information](#)

### [Apps/Sites to Contact Legislators](#)

#### [Your Congresspeople & Government](#)

### [Trackers](#)

### [Boycotts/Follow the Money](#)

### [Miscellaneous](#)

### [Social Media 101](#)



[Hashtags to use](#)

[Suggestions for Who to Follow on Twitter](#)

[Political Organizations](#)

[IndivisNSeattle: Our Twitter feed](#)

[TheDemocrats: The official Twitter of the Democratic Party](#)

[GOP: The official Twitter of the Republican Party](#)

[SenatorCantwell: Senator Maria Cantwell, D WA](#)

[PattyMurray: Senator Patty Murray, D WA](#)

[SenSanders: Senator Bernard Sanders, I VT](#)

[News Outlets](#)

[Indivisible](#)

[Acknowledgements](#)



## Introduction

### Mission Statement

In response to the harmful and dangerous fascist agenda of Republican President Donald Trump, we will organize through grassroots efforts to urge our government to Oppose and Delay every Trump/GOP action and press for Impeachment. We are dedicated to resisting the Trump/GOP agenda by empowering activists to weaken congressional Republican resolve and embolden Democratic opposition through informed local action and government petitions.

### Who we Are

A group of unpaid citizen activists acting during our own free time. We are a non-partisan group advocating for common-sense progressive change in our government, maintenance of our Liberty and Democracy, as well as transparency and accountability in government. We are allies to all marginalized and minority communities. Each of us brings a unique point of view, expertise and life experience and we each contribute in our own way. Together, we stand Indivisible.

### What We Do

We utilize weekly meetings, petitions to our government, rallies, protest marches, social media, and the internet to organize for progressive change, network with other progressive groups, and oppose the Trump/GOP agenda.



## The HOW TO Section

There are a lot of ways to participate! The most important thing is you find a way that works for you. We understand that everyone has demands on their time. You can contribute as much or as little time as you want to.

The following sections begin with the easiest ways to get involved and make a difference, then talks about volunteering to lead a team, and finally describes ways to become more involved in social media, communications, outreach, event planning, and becoming a more wired-in organizer in any number of ways.

Just remember, this is a marathon, not a sprint. The most important thing is that you find a level of participation where you're feeling connected and making a difference that you can keep up for the long haul.



## I just found you online, how do I get started?

Congratulations - you found us! That's actually the hardest part. Here's what you can do next:

### Step 1: Visit our web site



If you check in at <https://indivisiblenorthseattle.org> you will find the latest breaking news, articles, calls to action, calendars, and meeting announcements. It also has links to other resources and information you might find useful. This website is updated daily.

We try to put enough information online at this location so that if it is the only place you look, you'll find what you need to take part.

### Step 2: Sign up to receive email updates

A screenshot of a web form titled "Join Our Group". Under the heading "CONTACT INFO", there are four input fields: "First Name", "Last Name", "Email \*", and "Zip/Postal Code \*". Below the fields is a small link that says "Not in the US?". At the bottom of the form is a red button with the text "NEXT >".

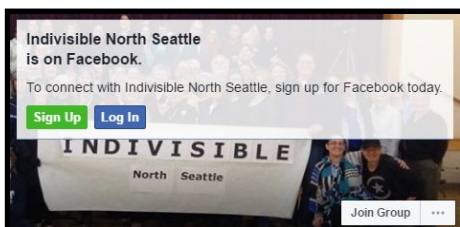
The next thing you want to do is make sure you're signed up for our mailing list.

Point your browser to <https://indivisiblenorthseattle.org> at the right-hand side of the home page you will find this sign-in form. If you don't see it, or if you're on a mobile phone, find the **Menu** and click [Join Us](#).

After signing up on that form you will receive bi-weekly emails. Occasionally when there is important urgent breaking news we will send an additional email. We will not send more than four a week. One of the emails will have a number of Calls-To-Action which describe new and important issues that you can do something about. With each email there will be links you can click to easily make a phone call or send a message to your members of Congress.

Constant communication with your member of Congress is one of the most important things you can do as a concerned active participant in our democracy. They **need** to hear from you, often and in large numbers, to know there are important topics which they cannot remain silent about.

### Step 3: Join the Facebook Group



After you sign up you'll see a **Thank You page** and receive a **Thank You email**. Both of those will have a link to join the [Indivisible North Seattle Facebook group](#).

It is a public group so you can read along with the conversations. If you already have a Facebook login or



would be willing to create one we would strongly encourage you to click **Join Group** and take part in the conversation. Here at the Facebook group, you can communicate with other members, as well as share files, photos and videos.

#### Step 4: Like and Follow our Facebook Page

Our Facebook PAGE is distinct from our Facebook GROUP. The purpose of the Page is to house our Calendar as well as provide a way for our Organizing Team to quickly and easily communicate with the group without having posts “buried” by chatter in the Group. The Facebook Page and the Facebook Group have different tools and capabilities. This is due to the limitations within Facebook itself. For the most part, these capabilities cannot be merged.

The Facebook Page is moderated. Only posts that are approved by the admins can be seen. The Facebook Page integrates with our Twitter and Instagram, allows organizers the ability to sell merchandise (this will be coming in the future), cross-post calendar events automatically into our blog/website, as well as sharing events from other Facebook groups such as Seattle Indivisible.

The Facebook Group allows for activists to post freely without waiting for moderator approval. The Group allows uploading of files, media and cloud-shared documents. You can create events here but they do not automatically cross-post to our website. Any member can create live video or photos here.

#### Step 5: Read The Indivisible Guide

This is, perhaps, the most important step. The Indivisible Guide is a document written by former Congressional Staff that helps to explain how Congress works, and how to effectively petition your Government. These staffers advocate for perfecting the techniques first utilized by the Tea Party in order to maximize the effectiveness of our actions. The Guide is available to read online, as a downloadable pdf, printable document, audiobook, and in Spanish. The most important action you will take regularly are phone calls to your Representatives as well as email petitions. The Guide goes into great detail as to why these actions are the most efficient and powerful tools we utilize.

#### Step 6: Set aside time to Take Action

An hour each week is all it takes to start making a difference. If you have a calendar you can even schedule a reminder for yourself, like “Tuesdays 12:00, Take Action for the Week”.

Making those phone calls can seem intimidating at first, but as soon as you’ve left your first voice mail message or spoken with your first staffer you’ll see how easy it really is. Especially if your Senator or Representative is taking a position on an issue or a vote which you agree with - it’s just as important that they hear their constituents thank them when they take a stand. That gives them the knowledge that we have their back next time they’re up for election, and they





should have the courage to be even more bold and outspoken on issues we care about in the future.

## Step 7: Join us at our planning meetings



This is the best way to actually connect with your neighbors who are just as concerned as you are about what is going on in our administration.

Each week between one hundred and two hundred people get together to brainstorm and plan out what we can do to fight back. There are break-out groups that specialize in different topics, and if there is a topic which is important to you that does not yet have a break-out group this will be your opportunity to get one started.

To find out when and where the next Sunday meeting will be, check the [website for announcements](#), check the [Facebook calendar](#) for the meeting events, and [subscribe to the email notifications](#) to have meeting information delivered to you.

Once you know when and where the next meeting will be - all you need to do is show up!





## I'm coming to a meeting, what should I expect?

### General announcements and topics

The meeting starts with the full group all together, and the first 30-45 minutes is focused on matters of interest to the entire group. This starts with a description of what we do for people who are coming to a meeting for their first time and any general announcements for the entire group to hear. We also choose one big issue to write to our MoC's about, usually on postcards that people bring. People will have an opportunity to ask questions, add their own thoughts and comments, and bring up entirely new topics they believe the entire group should be aware of and might want to discuss.

Remember when you speak up to ask a question or provide information please step up to the nearest microphone. Lots of people can't hear from the back even if it seems like you're yelling at the top of your lungs.

### What to bring

If you have them, please bring a laptop or tablet computer, smartphone, and postcards. Blank paper or a notebook, pen or pencil, and a folder for handouts are also helpful. At some point during our meeting, we will pass a donation bucket to cover the cost of our meeting space. While we usually have a card reader available, a small amount of cash is a good thing to bring if you are financially able to contribute a few dollars. Surplus is held in a general fund to be used for server/technology costs, printing, protest sign materials and other needs. For more information about our financial procedures and policy please contact our Organizing Team.

### Pick a break-out topic

Because the GOP and Trump are attacking so many different parts of society, we organize our group into smaller "subunits" called break-out groups. After the general section of the meeting a list of break-out topics will be read. Each break-out topic is a team focusing on one issue - if there is an issue you care about that is not represented please speak up. Maybe it is something that another team is already looking into, and you want to join that team, or maybe it's an opportunity to start a new team if enough people are interested in that new topic.

Then each team leader will hold up the sign with their name on it, walk over to a corner of the room, and circle up some chairs to have a conversation. Joining a team is as easy as following that person.

We ask that first timers attend an "Activism 101" breakout group before joining any other breakout group. Here, you will connect with an experienced organizer who will answer any questions and help direct you to find all the information you will need. This will also ensure other breakout groups can continue the work they're doing from week to week without having to spend half their time getting newcomers up to speed.



## Stay connected with your team

Each team will have some way for you to provide your email. If it's a sign-in sheet please remember to write clearly in block letters - all it takes is one wrong letter and you won't be getting your emails.

Your email will be added to a team email address, like [healthcare@indivisiblenorthseattle.org](mailto:healthcare@indivisiblenorthseattle.org). Any time an email is sent to that address each person on the team will receive a copy. If you reply to that email each person on the team will also receive a copy of your reply.

Each team will also have a private Facebook group to join. If you're not sure how that works, send an email to your team and ask how to find the Facebook group.

## Say "I'll do that" and follow up

Just like every part of life you need to know how much time and energy you have to spend on something new. After all, ideas are a great, but an idea alone doesn't change anything if nothing else happens.

If you're able to invest a few hours in the upcoming week feel free to raise your hand and say "I'll do that, my name is \_\_\_\_\_." There's nothing like putting your name on something to encourage other people in the group to do the same. Just remember, don't over-commit and burn yourself out. This is a marathon, not a sprint.

When you get home it's great to follow up, too. Send a message to your team email that night and say, "Hi, my name's \_\_\_\_\_ and I'll be doing \_\_\_\_\_ this week. I'll let you know how it turns out." It really helps keep the conversation going, and lets people on your team who couldn't make it to a meeting keep up to date.

## Teams report back in and everyone goes home

If there's time available all of the teams will get back together to summarize what they're planning for the entire group. Your team leader will line up and briefly recap what was discussed and what actions people are going to take next.

## Meetings are recorded if you can't make it

People should be aware that general planning meetings are recorded and may be broadcast for the benefit of people who cannot attend. If you feel this is a privacy concern for you, be sure to listen at the start of the meeting. If the meeting is being recorded that day it will be announced, and you will be told which part of the room will be outside of the camera's field of view. You are always welcome to sit outside of the camera's field of view and you will not appear online.

Because the recording, when you speak up to ask a question or provide information, please do step up to the nearest microphone.



## Somehow I ended up leading a team, what do I do?

Most importantly - Don't Panic!

It's a little extra work, and might take a few hours per week of your time, but you'll find that everybody who is interested in the same topic as you will want to help out so you won't be in it alone.

If you ever feel like you're shouldering the burden by yourself please speak up in person or send an email to the admin team at [helpdesk@indivisiblenorthseattle.org](mailto:helpdesk@indivisiblenorthseattle.org) and ask for help. The last thing anyone wants is to burn out, and our organizing team is here to help figure out ways for things to go smoother.

## Take your sign. Hold it up. Find a space



Sometimes when you grab your sign there are hand-out materials - those will be announced before the breakout part of the meeting begins. Be sure to take a copy of those materials to bring to your team at the same time you grab your sign.

Hold up your sign and find a space in the room that's not occupied. People who are interested in that topic will follow you. Have everybody make a circle of chairs to sit in to have a group

conversation.

## Talk is good. Ideas are okay. But notes are what it's all about.



If someone else has a laptop to take notes on that always works best, but a pen and pad of paper works just as well if that's what you have. Always figure out before you start the conversation who is going to be taking notes. Let's assume for this example the person taking notes is named Frank.

Remember, if it's not recorded then it didn't happen: no one will remember it tomorrow (or later). You don't have to record everything that's said but it's great to note the main discussion points so that folks who did not attend the meeting can learn about what happened. Recording it in the notes lets our team members hear each other's voices and know that their own voices were heard. Also, use the notes to identify tasks and Action Alerts that people have agreed to and record those who have agreed to take on specific responsibilities. For example, it's really helpful to note the initials of volunteers who agree to research topics for Action Alerts or perform specific tasks (don't post their full names; notes are commonly posted online and we value everyone's privacy!). Separately, group leaders should try to separately record the actual name and a contact method (such as email address or phone number) of each volunteer to facilitate follow-up.

## Share the airwaves: help the conversation along without driving it



If you have something to say while another person is talking, raise your hand to show you'd like to speak. Ask other people to do the same, and if several people are raising their hands to add to the conversation start a "stack".

You do that by pointing at people who have their hand raised and giving them a number by saying something like "Remember your number and we'll take turns speaking." Then point at each raised hand in turn and say "Four. And you're Five. Aaaaand you're Six. Okay,

who is Four? Go ahead."

And when four is done speaking say "Five is next, that was... you? Okay, go ahead."

If someone start to add to what's being said, say "Okay, you're seven, remember your number but six is next in line."

And pay special attention in case someone might have something to say but seems to be uncomfortable speaking up. They could be younger, or older, or have a different cultural background, or could be intimidated speaking in groups - anything really. You can help people warm up to a conversation by asking a "show of hands" question. Or go around the whole circle with a super-quick question for each person to answer like "is A, B, or C most important to you?" Or even, if it *really* seems like they're trying to work up the courage to add to the conversation, when you're numbering raised hands you might say, "I couldn't tell if your hand was up earlier or not? Maybe? Okay, you're eight."

## Reach out to include marginalized voices

Inclusion, fairness, and respect are fundamental principles for us as progressives. This means making sure that when we are in breakout groups, people who are from traditionally marginalized communities -- people of color, LGBTQ people, Muslims, people with disabilities, etc. -- have their voices and perspectives heard. Many folks who are thoughtful and can offer great wisdom are also very quiet. Sometimes that means making a point of asking what they think if others are dominating the conversation. If several folks have spoken (and especially if the same folks want to speak again) and others haven't added to the conversation it's fine to reach out: look directly at the person and ask their name, then you might say "we haven't heard your thoughts, can you share what you're thinking?"

## 1st order of business: Last Week's ACTION ALERT(S) and Task(s)



Generally speaking, an "Action Alert" is a formal notice posted to your team or the entire group that defines an issue and an action or actions



that can be taken to address that issue (e.g., writing to or phoning a Senator in support of specific legislation). A “task” is everything else: posting the notes from the last meeting, researching an issue and sharing the findings for group discussion, or attending a meeting of another group and sharing what you learned. If your team has met before and is meeting again then it’s likely that someone has completed at least one task. Your team may have also posted Action Alerts. If you don’t know, ask someone who was at the most recent meeting to help with this review.

If your group has posted Action Alerts, periodically review each of those: State the issue and the action. This is a good time to do a show of hands “Who did that?” and people can take turns report back what happened, what they learned, who they talked to, what messages they left, etc.

If it seems like week after week very few (or zero!) people are doing the actions that’s kind of a problem. Something’s not working right and we should get the team leaders together to do some brainstorming if everyone is seeing the same problem.

After you review the existing Action Alerts, follow up on the tasks from last week (including any that were carried over from the previous week). For example, if a survey was sent out then this is when the results get reported back to the team. This is also when team members can submit (or better yet, report that they have already electronically submitted!) new Action Alerts. In addition, folks can review their completion of or progress towards completing other tasks.

## 2nd order of business: Welcome New People and GET EMAILS

Another great opportunity for a show of hands “Who is coming to this group for the first time?” and even a quick My-Name-Is-Bob around the circle can be a nice icebreaker.



And **MOST IMPORTANTLY** this is a great time to make sure we all stay connected. Say, “If you’re new, or you’re not on our team email list yet, take a second and give our note-taker Frank an email so you’ll get the notes. Nobody makes it to every meeting.” Also ask if anyone has signed up for emails but not received any (this usually means that we couldn’t read their email address the first time they signed up).

Something that we’ve seen work very well is for people to each type their Name, Email, Zip right into the minutes on the note-taker’s computer. Second best is for each person to write their Name, Email, Zip on the same piece of paper and give it to the note taker. Remember - if you do that - tell people to use **CLEAR BLOCK LETTERS**. If we can’t read their email then they’re not going to be getting anything.

## 3rd order of business: Planning, Planning, Planning



Most of the time you’ll spend here - adding to existing plans, coming up with new ideas, sharing

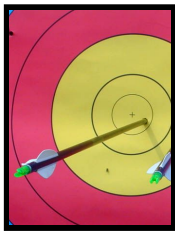
news about current events. Each team handles this in their own way, (which can differ from meeting to meeting). Some teams brainstorm as a group, and others divide into small breakout groups. Sometimes there may be a guest speaker.

And if anything sounds like a great idea - make sure it doesn't end there!

First: make sure it's in the notes, even say out loud, "Frank did you get that one in the notes, that's a great idea!"

Second: make sure folks know if they're personally stepping up to make something happen. Ask the person who had an idea, "Is that something you can do this week?" and ask the group, "Can anyone help with that?" If some hands go up be sure the people who will be working together know each other's first names (encourage them to share email addresses or phone numbers of that makes sense). Make sure that Frank notes their names and some means of contact (email or phone) as "what's the task and who is going to do that" (for example, "F.F. and G.P. will prepare an Action Alert on defunding the USEPA and present their draft at our next meeting").

## 4th order of business: Next Week's ACTION



While you still have time in your team breakout session, make sure you come up with at least one specific action that everybody in the conversation can do this week. Phone calls to members of Congress are always a good idea, especially if you agree to call about the same topic on the same day. Going to visit their office always makes a huge difference. The possibilities are endless! It can even be "we will each tell five other people in our area about this group."

## Report in. The last part of the group meeting.

When everybody gets back together into the single main group, someone from your team should line up at the microphone to report back what you're going to do.

To be honest - we always run out of time at these meetings - so remember this is **not** the time to read us all your notes!! The most important thing to cover is how your last week's ACTION went, and what your next week's ACTION will be.

## You're home from the meeting. Now what?

Almost done for the day! Just a few more things left. If you can get this done Sunday night after the meeting, that would be fantastic!

1. Make sure new member's list of Name, Email, Zip are on your notes
2. Email your notes to your team's group email. These channels are monitored and the admin team will see them and collect them to post on the Facebook Group.
3. If you have an ACTION that you want the entire Indivisible North Seattle group to do, write up a complete description and visit <https://indivisiblenorthseattle.org/request-action/>





Also, and this is **very** important, a few days after the meeting send a message to your group email and report in anything you've done and ask people how their tasks are going. Cranking that handle is what it's all about. After all - if the only thing a team does is meet once a week to talk for two hours - how much of a difference does that make in the world?

Later on if your team has a public web page on the <https://indivisiblenorthseattle.org> it's also good idea to check in and give it a little update. Again, this doesn't need to be a masterpiece, but if there is new info it's nice to get a small touch-up to what's online here and there.

Common question: Should I put the meeting notes on the web site? **Not necessarily.** If you have gotten everybody's email added to your team's group email you're going to reach a lot more people by emailing the minutes to them than you will by putting them on a web page.

After all - if you put them on a web page that's just one more place people have to look - but everybody's already checking their email so they're going to get it.

Also, this is not always true but sometimes you'll have things in the minutes which you wouldn't really want to tell the entire world. If you DO post your minutes on the website then read them carefully first and delete any names (initials are generally ok) and email addresses.

## Calls to Action and Events Calendar

### Calls to Action

Creating a call to action requires some work and research, but it is not difficult. Once your subgroup has identified and researched a topic or bill, the Admin team needs a few pieces of information in order to share an action with the entire group.

1. We have created a page on our website to assist you.  
<https://indivisiblenorthseattle.org/request-action/>
2. We need paragraph or two of background info. This will be the first thing that an activist reads when they start to perform the action. Try to include the "5 W's": who, what, where, when, why.
  - a. Who are we petitioning? Please include their title and relevant information. ActionNetwork allows us to quickly and easily send emails to members of congress as well as state legislators. If the target is anyone other than a legislator, we need a valid email.
  - b. What is the issue we are petitioning about? This, along with "Why" will compose the bulk of the Call to Action. We need a paragraph that explains and condenses what the content of the bill or call to action is. Remember that this will be read by many people who are not familiar with the issue at hand. It should be a 101 level explanation. This will be copied and pasted directly to ActionNetwork.
  - c. Where is the Action? We need to know if this action is for Washington state, national, city or county, or other. The reason that this is important is because most members of congress do not listen to people that are not constituents.

Therefore, we need to clearly identify ourselves if we are acting in support of another state or city, and explain why this is important to us as a non-constituent.

- d. When does this action need to be completed? Is this an ongoing action, is it urgent or time sensitive? Urgent or time sensitive items will be given priority in the weekly emails.
  - e. Why is this item important? This, along with “What” will compose the bulk of your email. We need a paragraph that explains why this action is important and why we care about the issue. Again, please remember that many people will not be familiar with the issue, and this should be a simple, clear, concise explanation.
3. Include a script for emails. A good script is short, to the point, and includes a concrete ask. If your group has a hard time coming to a consensus on a script, ActionNetwork does have the option to include multiple scripts. Using this option is recommended because it helps to avoid the “canned” feel that can occur when a member of Congress receives multiple identical emails.
  4. Include 4-5 talking points for people who choose to share a personal story or write their own email to their Representative. Personal stories are very powerful and are particularly encouraged. It helps to have concrete data and facts to back up any stories. Include sources when relevant.
    - a. NOTE: We have found that the best practice is to start here at talking points to begin the brainstorming process, then gather links, write the background paragraph, *then write the script last*.
  5. Any relevant links or additional background info should be included as well.
  6. A short sentence to say thank you should be included. If there are any follow up actions or relevant next steps, please include them here.
  7. Lastly, when all of this has been compiled, and you have filled in the form on <https://indivisiblenorthseattle.org/request-action/> you will receive a notification from our admin team and the action is automatically posted to the website.

## Events Calendar

Creating an event that the entire group can see only requires a few steps.

1. Use the **main Facebook group** to create an event. Any events added to the subgroups will remain private and cannot be published to the main group.  
<https://www.facebook.com/groups/976734059127487/events/>
2. Click “Create Event” and fill in the required information.
3. Tag Nicole Bradt so our social media organizer can add the event to our Facebook Page and website.



## Civics 101

### Federal Government

#### Introduction: The Constitution

The Constitution is a document that serves as the highest Law of the United States of America, sets out the powers, authorities, and responsibilities of all of our government. The first three words of the Constitution: “We the People” reaffirm that our government exists to serve the citizens of the United States. The Constitution provides for the separation of power between three equal branches of government. This system is intended to provide checks and balances so that one part of government cannot become too authoritarian. The Constitution has been amended repeatedly. The first ten amendments to the Constitution are also known as the “Bill of Rights”, which is a specific set of protections for citizen’s individual liberty and the protection of justice. In part, the Bill of Rights identifies tools (e.g., torture) that were used by absolute tyrants and kings to coerce their subjects, and outlaws the use of these tools by the United States government against United States citizens. The Bill of Rights also identifies tools (e.g., freedom of speech, freedom of the press, freedom of assembly) that allow citizens to hold their government accountable and forestall authoritarian rule. Start at Wikipedia for more information. [https://en.wikipedia.org/wiki/United\\_States\\_Constitution](https://en.wikipedia.org/wiki/United_States_Constitution)

#### The Three Branches of Government

This section focuses on the Federal Government. Although the WASHINGTON State government is organized along very similar lines, state governments focus on state issues and the Federal government focuses on national issues (note that the question of exactly which issues should be addressed as national issues and which should be decided by each state is currently a hot topic of debate.

##### Judicial

The Judicial branch of the Government includes the system of courts whose primary function is to interpret the Constitution and other laws enacted by Congress impartially, fairly, and without the influence of party politics. The role of the Federal Court system is defined under Article III of the US Constitution.

Federal courts generally only hear cases involving two or more states, citizens from two or more states, and violations of Federal laws (other issues are handled by state courts). All federal judges have been appointed by a President, confirmed by the Senate, and have received lifetime tenure (they can only be removed if they are impeached by the Congress and then



convicted by the Senate). Each President has the opportunity to nominate their preferred candidate for each open federal judgeship. Each judicial nomination is heard by the Senate Committee on the Judiciary and, if that committee agrees to the nomination, the full Senate. Senate judicial confirmations currently require 60 affirmative votes for Supreme Court justices, and 51 for all other federal judges.

Courts are organized as a tiered system: district courts are at the bottom, appeals courts are in the middle, and the Supreme Court is at the top. There are a total of 677 authorized judgeships in the US District Courts, 179 in the US Court of Appeals, and 9 in the Supreme Court. Of these, 97 District Court, 19 Appellate Court, and one Supreme Court position are vacant (Senate republicans refused to confirm scores of President Obama's District and Appellate Court nominees, and refused to hold a hearing on Judge Merrick Garland, Obama's Supreme Court nominee).

**District Courts** - The District Courts are the main trial courts in the Federal court system, and are the the first courts that a case will go to. There are 94 districts which are organized into 12 "circuits". Each district covers a state or part of a state (there are also separate districts for Washington DC and for Puerto Rico). Our district is the [Western District of Washington](#). There are also two special trial courts: the Court of International Trade (for cases involving international trade and customs laws) and the U.S. Court of Federal Claims (for claims for money damages against the U.S. government).

**Appellate Courts** - All decisions made at the district level can be appealed to a regional appellate court. Twelve of these "Courts of Appeals" take cases from one District Court circuit. We are part of the [Ninth Circuit](#), which includes Alaska, Arizona, California, Hawaii, Idaho, Montana, Nevada, Oregon, Washington, Guam, and the Northern Mariana Islands. There is also a "Court of Appeals for the Federal Circuit", which hears appeals from the special International Trade and Federal Claims trial courts. In addition, some circuits (including ours) have Bankruptcy Appeals Courts which hear bankruptcy case appeals. The Appellate Courts also hear challenges to decisions of Federal administrative agencies (e.g., the USEPA). An Appellate Court can either uphold or reverse the decision of the District Court or Federal administrative agency.

**Supreme Court ([SCOTUS](#))** - The Supreme Court consists of a Chief Justice, Associate Justices, and other Court Officers. The number of Associate Justices has varied, and is currently set at eight.

The highest court in the land, it hears appeals from federal circuit courts and state supreme courts in cases involving two or more states, citizens from different states, a State and a citizen of different State, violations of Federal laws, and Federal administrative agency decisions. The Supreme Court is also the first trial court for cases that involve international issues, including violations of Federal treaties; all cases "of admiralty and maritime jurisdiction"; "controversies to which the United States shall be a Party"; cases involving ambassadors, consuls, or foreign ministers; cases between a State or its Citizens and foreign States; and cases between a State or its citizens and foreign citizens or subjects. Unlike other courts, it can choose which cases to hear, so usually chooses cases that may have a high impact, or where there are conflicting decisions between the 13 circuit courts.



The Supreme Court can currently be roughly divided into a conservative wing and a liberal wing:

Conservative Wing:

Chief Justice John Roberts (appointed by George W. Bush)  
Clarence Thomas (appointed by George H. W. Bush)  
Samuel Alito (appointed by George W. Bush)

Liberal Wing:

Ruth Bader Ginsburg (appointed by Clinton)  
Stephen Breyer (appointed by Clinton)  
Sonia Sotomayor (appointed by Obama)  
Elena Kagan (appointed by Obama)

Swing vote: Anthony Kennedy (appointed by Reagan)

## Executive

Executive - The Executive Branch is responsible for enforcing and executing laws passed by Congress. Through various cabinet agencies, they oversee all federal programs that provide services and benefits to the American people.

The President (Donald Trump, Republican). The President is the single most powerful individual in the United States. A President serves for a 4-year term, and cannot serve more than two consecutive 4-years terms (after 8 years in office they must stand down for at least one term). The next presidential election is 2020.

Before taking office, the Constitution requires that the President take the following oath or affirmation: "I do solemnly swear (or affirm) that I will faithfully execute the office of President of the United States, and will to the best of my ability, preserve, protect and defend the Constitution of the United States."

The remaining portion of the President's job duties are defined under Article II of the US Constitution. As Chief Executive of the US government, the President:

- Is Commander in Chief of the United States armed forces, including the National Guard
- May make treaties, provided two-thirds of the Senate concurs
- Receives Ambassadors and other public ministers
- Appoints Ambassadors, Federal judges including Supreme Court Justices, cabinet members, and "all other Officers of the United States" upon consent of the Senate (currently, 51 votes are required for consent except that the Senate still requires 60 votes for to approve Supreme Court nominees)
- As agreed by the Senate, make other appointments (such as the National Security Advisor) without the advice or consent of the Senate
- Fills Senate vacancies that happen during a Senate recess
- Commissions all the military officers of the United States





- May require a written opinion from any cabinet member or the head of any Federal agency on any subject related to their duties
- May grant reprieves and pardons for Federal offences, except for impeachments
- Takes care that the laws are faithfully executed

All laws passed by Congress must be signed by the President, who can also choose to veto them. Congress can only override a Presidential veto with a two-thirds majority vote.

The Vice President (Mike Pence, Republican). The Vice-President is elected alongside the President. Their primary obligation is to cast tie-breaking votes in the Senate. They also serve in the President's cabinet as a trusted advisor. If the President is removed from office for any reason, the Vice President becomes the new President. This happened most recently when Richard Nixon resigned in 1974, making Gerald Ford the new President.

The President's Cabinet consists of people appointed by the President and confirmed by the Senate to lead each of 15 executive departments that carry out and enforce Federal laws. Collectively, the departments headed by the President's cabinet employ roughly 2 million people. Each cabinet member has broad authority to manage their department. In addition to managing their agencies, members of the cabinet serve as key advisors to the President. The President's Cabinet currently includes:

Secretary of State: Rex W. Tillerson

Secretary of the Treasury: Steven T. Mnuchin

Secretary of Defense: James Mattis

Attorney General: Jeff Sessions

Secretary of the Interior: Ryan Zinke

Secretary of Agriculture-designate: Sonny Perdue (nominated but not yet confirmed))

Secretary of Commerce: Wilbur L. Ross, Jr.

Secretary of Labor-designate: Alexander Acosta (nominated but not yet confirmed)

Secretary of Health and Human Services: Thomas Price

Secretary of Housing and Urban Development: Benjamin S. Carson, Sr.

Secretary of Transportation: Elaine L. Chao

Secretary of Energy: James Richard Perry

Secretary of Education: Elisabeth Prince DeVos

Secretary of Veterans Affairs: David J. Shulkin

Secretary of Homeland Security: John F. Kelly

U.S. Trade Representative-designate: Robert Lighthizer (nominated but not yet confirmed)

Director of National Intelligence-designate: Daniel Coats (nominated but not yet confirmed)

Representative of the United States to the United Nations: Nikki R. Haley

Director of the Office of Management and Budget: Mick Mulvaney

Director of the Central Intelligence Agency: Mike Pompeo

Administrator of the Environmental Protection Agency: Scott Pruitt

Administrator of the Small Business Administration: Linda E. McMahon

The President, Vice-President, and cabinet appointees cannot be removed from office except by "impeachment for, and conviction of, treason, bribery, or other high crimes and misdemeanors"



("impeachment" means bringing charges forth; in the case of a President such charges would be brought to or by a member of the House of Representatives, and if a resolution of impeachment passed the House then the subsequent trial would be held by the Senate).

The President also has broad latitude to appoint the White House staff. These appointments are not subject to advice and consent of the Senate, but some positions do have security clearance or other requirements. Selected members of the current White House staff (listed alphabetically) include:

Steve Bannon: Chief Strategist and Counselor to the President; also sits on National Security Council Principals Committee  
Tom Bossert: Assistant to the President for Homeland Security and Counterterrorism; Deputy National Security Advisor  
James W. Carroll: Senior Counsel  
Justin Clark: Deputy Assistant to the President and Director of Intergovernmental Affairs  
Gary Cohn: National Economic Council Director and Senior Economic Policy Advisor; member, Office of American Innovation  
Kellyanne Conway: Counselor to the President  
Reed Cordish: Special Assistant to the President for Intragovernmental and Technology Initiatives; member, Office of American Innovation  
Makan Delrahim: Deputy White House Counsel  
Uttam Dhillon: Special Assistant to the President, Ethics Compliance Team  
Carlos Diaz Rosillo: Director of Policy and Interagency Coordination, Domestic Policy Council  
Jessica Ditto: Deputy Communications Director  
Ann Donaldson: Chief of Staff to the White House Counsel  
John Eisenberg: National Security Council Legal Adviser; Deputy Counsel to the President for National Security Affairs, National Security Council  
Michael Ellis: Associate White House Counsel  
Helen Ferre: Director of Media Affairs  
Scott Gast: Special Assistant to the President, Ethics Compliance Team  
George Gigicos: Director of Advance and Operations  
Robert T. Goad: Education Policy Adviser  
Sebastian v. Gorka: Deputy Assistant to the President (member of Strategic Initiatives Group, which Gorka stated "would bring private industry expertise to bear on a range of issues, including cybersecurity, veterans affairs and the modernization of government technological systems.")  
Alexander Gray: Deputy Director for the Defense Industrial Base, National Trade Council  
Jason Greenblatt: White House Special Representative for International Negotiations (focus on Middle East peace)  
Stephanie Grisham: Deputy Press Secretary  
Joseph Hagin: Deputy Chief of Staff for Operations  
Julia Hahn: Deputy Policy Strategist  
Vincent Haley: Adviser for Policy, Strategy and Speechwriting, Domestic Policy Council  
Hope Hicks: Director of Strategic Communications  
Carl Icahn: Special Advisor on Regulatory Reform





Kenneth Juster: Deputy Assistant to the President for International Economic Affairs;  
Deputy Director of the National Economic Council  
Gregory Katsas: Deputy Counsel to the President  
Joseph K. Kellogg: Chief of Staff and Executive Secretary, National Security Council  
Shahira E. Knight: Special Assistant to the President for Tax and Retirement Policy,  
National Economic Council  
Andrew D. Koenig: Special Assistant to the President and Policy Special Assistant  
Jared Kushner: Senior Advisor to the President for Strategic Planning (Son-in-law, Leads  
Office of American Innovation to overhaul government using ideas from the business  
world, and responsible for brokering a Mideast peace agreement as well as relations  
with Canada and Mexico)  
Gerrit Lansing: Chief Digital Officer  
Chris Liddell: Assistant to the President for Strategic Initiatives for the White House  
Strategic Development Group; member, Office of American Innovation  
Omarosa Manigault: Director of Communications for the Office of Public Liaison  
Ashley Marquis: Chief of Staff of the National Economic Council  
John McEntee: Personal Aide to the President  
K. T. McFarland: Principal Deputy National Security Advisor  
Donald F. McGahn II: Counsel to the President ("White House Counsel")  
Bill McGinley: Associate Counsel  
Stephen Miller: Senior Adviser to the President for Policy ("Policy Director")  
General H. R. McMaster: National Security Advisor  
Peter Navarro: Director, National Trade Council  
Stefan C. Passantino: White House ethics lawyer  
Dina Powell: Deputy National Security Advisor for Strategy (responsible for drafting the  
United States national security strategy, a comprehensive statement of the  
administration's foreign policy and defense goals); member, Office of American  
Innovation  
Reince Priebus: White House Chief of Staff  
Dan Scavino: Social Media Director  
Keith Shiller: Deputy Assistant to the President, Director for Oval Office operations  
Marc Short: Director of the Office of Legislative Affairs (Legislative Affairs Director)  
Sean Spicer: White House Press Secretary  
Ivanka Trump: Assistant to the President (daughter)



## Legislative

Legislative - Congress is made up of the Senate and the House of Representatives. Congress is responsible for passing all federal laws, which are then signed by the President. The Senate is also responsible for confirming the appointments of certain federal officials (primarily the President's Cabinet, Ambassadors, all Federal judges, and the commissions of military officers) and making official declarations of war.

Every Washingtonian is represented by 2 senators and 1 representative. Each of these elected officials can be contacted several ways - through their websites, by phone, or postal mail. Contact information is provided on their official websites, linked below.

<http://twwusa.org/1937/civics-refresher-faqs-congress-communicate-impact/>

The Senate - The US Senate consists of 100 members (2 Senators from each of the 50 states; each Senator is responsible for representing the voters of their entire State). Republicans currently control the Senate 52-48. The Vice President of the United States presides over the Senate but can only vote if the vote would otherwise be tied. Each Senator serves a 6 year term. One-third of the Senate is elected every 2 years, in even-numbered years. Washington's senators are:

[Patty Murray](#) (Democrat) - first elected 1992, next election 2022)

[Maria Cantwell](#) (Democrat) - first elected 2000, next election 2018)

The House of Representatives - The US House of Representatives currently consists of 435 members. Republicans currently control the House 237-193. Each representative serves a 2 year term. The entire House is elected every even-numbered year. Each state has at least one Representative, and may have additional Representatives based on its population (the number of Representatives is revised based on the results of the national census that is held every 10 years; the next census will be held in 2020). If a state has more than one Representative then the state is subdivided into Congressional Districts. One Representative is elected from each district and is responsible for representing the voters of that district, and each person is represented by exactly 1 Representative. Washington currently has 10 congressional districts (CDs). Representatives for the greater Puget Sound area include:

- 1st Congressional District - Kenmore, Bothell, Redmond, and points north and east. [Suzan DelBene \(Democrat\)](#)
- 2nd Congressional District - Mountlake Terrace, Lynnwood, and points north. [Rick Larsen \(Democrat\)](#)
- 6th Congressional District - Tacoma, Bainbridge Island, and points west. [Derek Kilmer \(Democrat\)](#)
- 7th Congressional District - most of Seattle, Shoreline, Lake Forest Park, Edmonds. [Pramila Jayapal \(Democrat\)](#)
- 8th Congressional District - Issaquah, Auburn and points east through Wenatchee and Ellensburg. [Dave Reichert \(Republican\)](#). \*Considered a potential swing district in 2018\*



- 9th Congressional District - SE Seattle, Mercer Island, Bellevue, and points south. [Adam Smith \(Democrat\)](#)

## Committees

The way Congress operates is often confusing, even to Washington DC Insiders. The first part of the process of a bill becoming a law starts in committees. Congress has divided itself into several committees, each with its own jurisdiction over a certain area. When a bill is introduced, it first goes to a Committee, where the members will hear testimony and offer amendments. Once a bill has been voted on within the committee. Detailed information about the committee process can be found below:

- [The Indivisible Guide: Committees](#)
- [Wikipedia: Committees](#)

## Local Politics

While our actions focus on resisting the Trump/GOP agenda and affecting change on a national scale, it is important to remember that local politics do have an impact on national policy. For example, if Washington State were to pass a measure requiring that Presidential candidates release their tax returns, then the entire country would be able to see those tax returns. All politics are fundamentally local and we must be mindful of what is happening in our own backyard.

## Washington State Government

Our Washington State Government is also three branches. Washington State's government is modeled after the federal government and also has a Constitution. The Washington legislature drafts and votes for laws. The Washington governor and state agencies enforce and administer these laws. And the Washington court system interprets these laws.

**Executive:** Governor - Jay Inslee (Democrat, first elected 2012, next election 2020) has many analogous roles to the President, but at the state level. He can sign or veto laws passed by the Washington legislature. The governor is elected to a 4 year term, elections are held the same year as presidential elections. <http://www.governor.wa.gov/>

**Legislative:** Senate and House. Washington is subdivided into 49 legislative districts (LDs), which are the fundamental political unit at the State level. Each LD is served by 1 state senator and 2 state representatives. This differs from the federal level where federal senators serve the entire state, not a single district. Republicans currently control the state senate 25-24, while Democrats control the state house 50-48 (however, some of the Democrats consistently vote with the Republicans on virtually all substantive issues). State senators serve 4 year terms



with half of the state senate being elected each even-numbered year. State representatives serve 2 year terms and all are elected each even-numbered year. North Seattle Indivisible members include constituents of these state legislative districts:

- 1st LD - Mountlake Terrace, Bothell. Senator Guy Palumbo (D), Reps. Derek Stanford (D), Shelley Kloba (D)
- 21st LD - Edmonds, Mukilteo, and portions of south Everett. Senator Marko Liias (D), Reps. Strom Peterson (D), Lillian Ortiz-Self (D)
- 32nd LD - Shoreline, Lynnwood, NW Seattle (Bitter Lake, Broadview). Senator Maralyn Chase (D), Reps. Cindy Ryu (D), Ruth Kagi (D)
- 36th LD - NW Seattle (Ballard, Greenwood, Queen Anne). Senator Reuven Carlyle (D), Reps. Noel Frame (D), Gael Tarleton (D)
- 43rd LD - North and Central Seattle (U District, Capitol Hill, downtown). Senator Jamie Pedersen (D), Nicole Macri (D), Frank Chopp (D).
- 45th LD - Kirkland, Sammamish. Senator Dino Rossi (R) , Reps. Roger Goodman (D), Larry Springer(D). \*Considered a swing district in November 2017 special election\*
- 46th LD - Kenmore, Lake Forest Park, NE Seattle (Northgate, Lake City, Wedgwood, Laurelhurst). Senator David Frockt (D), Reps. Gerry Pollet (D), Jessyn Farrell (D)

You can find the Website of the Washington State Legislature here: <http://leg.wa.gov>

And find your Legislative District here: <http://app.leg.wa.gov/DistrictFinder/>

There is a great deal of information about State lawmakers and congressional committees here: <http://leg.wa.gov/House/Pages/default.aspx>

**Judiciary:** Supreme Court, Appellate, Superior Courts, Bar Association  
[Washington's courts](#) are generally similar to the federal court system. A notable difference is that all Washington judges are elected to fixed length terms, while federal judges are nominated by the President and confirmed by the Senate to serve lifetime appointments..

- District courts - city level, primarily handle minor cases like traffic infractions and criminal misdemeanors. Decisions can be appealed to superior courts. Judges serve 4 year terms.
- Superior Courts - county level. Handle more serious criminal and civil matters than district courts. Judges serve 4 year terms. Analogous to federal district courts.
- Court of Appeals - state level. There are 3 districts (I = Seattle, II = Tacoma, III = Spokane) that hear appeals from superior courts in those regions. Judges serve 6 year terms. Analogous to federal appellate courts.
- Supreme Court - state level. 9 members elected to 6 year terms. Hear appeals from the courts of appeals. Analogous to the US Supreme Court.



## County Government

The state can delegate some of its powers to counties and cities. Generally the counties administer services such as a superior court, public health, public transportation, libraries, elections, and a sheriff's office.

Washington counties are run by a county council and a county executive, both of which are elected.

[King County](#)

[Snohomish County](#)

## City Government

The state can delegate some of its powers to counties and cities. Generally the cities administer local services such as public education, police services, and local regulations. Most cities are governed by an elected mayor and an elected city council.

## Resource list for Washington State, King & Snohomish Counties, and Local Communities.

### General Links:

- League of Women Voters <http://www.lwwa.org>
  - A non-partisan, non-profit organization to encourage the informed, active participation of citizens in their government.
- Fuse Washington <http://fusewashington.org>
  - The State's Largest Progressive Organization
- BallotPedia: [https://ballotpedia.org/Washington\\_State\\_Legislature](https://ballotpedia.org/Washington_State_Legislature)
  - A Wikipedia-style website that provides information about the Government.
- Email Notifications from the State of Washington Legislature:
  - <https://public.govdelivery.com/accounts/waleg/subscriber/new>
- Washington State Senate Democrats:
  - <http://sdc.wastateleg.org>
- Washington State Wire: Political news for the state
  - <http://washingtonstatewire.com/>





## Our Online Presence

We maintain internet presence across many different sites. The purpose of having different web portals is to reach as many people as possible and cater to whichever platform you feel most comfortable with. We encourage you to connect with us!

- **Facebook PAGE:** <https://www.facebook.com/indivisblenorthseattle/>
  - The purpose of this PAGE is to allow our Organizing Team to quickly and efficiently connect with the group without information getting “buried” in the everyday conversations of the group. It also houses our Events Calendar.
- **Facebook GROUP:** <https://www.facebook.com/groups/976734059127487/>
  - This is a forum that allows activists to freely and easily connect with each other, share websites and information, and upload files.
- **Blog & Website:** <https://indivisblenorthseattle.org/>
  - We try to house everything you need in one location outside of Facebook. Here you will find Calendars, calls to Action, our Blog, and a collection of resources.
- **ActionNetwork:** <https://actionnetwork.org/groups/indivisible-north-seattle>
  - This is a website that allows us to quickly and easily send emails to our Members of Congress as well as send out emails to our members.
- **Twitter:** <https://twitter.com/IndivisNSeattle>
  - Because Twitter is being used by Trump to spread propoganda and lies, it is important that we maintain a Twitter presence to spread the truth. For those of you unfamiliar with Twitter, we highly recommend you give it a try and set up your own account.
- **Instagram:** <https://www.instagram.com/indivisblenorthseattle/>
  - Here we can reach out to young people, and share photos from our actions. Instagram is very popular among the younger demographic and is actually growing faster than Twitter!

## Our Emails and Facebook Links

### Organizing/Admin Team

- [helpdesk@indivisblenorthseattle.org](mailto:helpdesk@indivisblenorthseattle.org)
  - For any general inquires or technical assistance
- [heroes@indivisblenorthseattle.org](mailto:heroes@indivisblenorthseattle.org)
  - The chairpeople for our break-out groups.
- [actionnetwork@indivisblenorthseattle.org](mailto:actionnetwork@indivisblenorthseattle.org)
  - To submit Calls to Action or Calendar events
- [instagram@indivisblenorthseattle.org](mailto:instagram@indivisblenorthseattle.org)
  - Submit photos here for distribution across all social media, not just Instagram
- [nicole@indivisblenorthseattle.org](mailto:nicole@indivisblenorthseattle.org)
  - Nicole Bradt, Social Media Admin, Lead Organizer





- [brenda@indivisiblenorthseattle.org](mailto:brenda@indivisiblenorthseattle.org)
  - Brenda DeJardin, Treasurer, Lead Organizer
- [louis@indivisiblenorthseattle.org](mailto:louis@indivisiblenorthseattle.org)
  - Louis DeJardin, IT/Tech, Lead Organizer
- [jonathan@indivisiblenorthseattle.org](mailto:jonathan@indivisiblenorthseattle.org)
  - Jonathan Tong, Speaker, Lead Organizer

## Focus Groups (in alphabetical order, includes Facebook Link)

- ACLU
  - <https://www.facebook.com/groups/1862440190647382/>
- Bannon/Fighting Fascism
  - [bannon@indivisiblenorthseattle.org](mailto:bannon@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/1857500927868258>
- Communications
  - [communications@indivisiblenorthseattle.org](mailto:communications@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/725989930915879>
- Conflicts of Interest
  - [conflicts@indivisiblenorthseattle.org](mailto:conflicts@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/1207828675932682>
- Education
  - <https://www.facebook.com/groups/127387197774476/>
- Elections
  - [elections@indivisiblenorthseattle.org](mailto:elections@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/253620008420090>
- Environment
  - [environment@indivisiblenorthseattle.org](mailto:environment@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/743910519115775>
- Healthcare
  - [healthcare@indivisiblenorthseattle.org](mailto:healthcare@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/1224708580939120>
- Immigration
  - [immigration@indivisiblenorthseattle.org](mailto:immigration@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/405256956492025>
- Kremlingate
  - [kremlingate@indivisiblenorthseattle.org](mailto:kremlingate@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/1427576830586992>
- LGBTQ
  - <https://www.facebook.com/groups/1196449677139916/>
- Supreme Court Watch
  - [scotus@indivisiblenorthseattle.org](mailto:scotus@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/228621934265746>
- Women's Rights
  - [women@indivisiblenorthseattle.org](mailto:women@indivisiblenorthseattle.org)
  - <https://www.facebook.com/groups/119941131853692>



## Helpful Resources

### General Information

- Indivisible Guide: <https://www.indivisibleguide.com>
  - The “textbook” for the Resistance against Trump.
  - Written by former Congressional Aides, this document teaches you the most effective techniques to organize and act for political change.
- The Resistance Manual: <https://www.resistancemanual.org>
  - A Wikipedia-style open-source platform to harness the collective power of the people to resist the impact of a Trump presidency and to continue to make progress in our communities. The Resistance Manual is focused on presenting truthful and actionable information.

### Apps/Sites to Contact Legislators

- 5Calls - <https://5calls.org>

Website that gives you lets easily call your legislators on top issues

  - Concept: 5 calls, 5 minutes, every day.
  - provides phone numbers and scripts so calling is quick and easy
  - uses your location to find your local representatives
  - Also available as an app on iphone and Android!
- Countable - <https://www.countable.us>
  - Free iPhone/Android phone app that delivers information about bills, journalism articles, and an easy way to email straight from your phone.
  - Powerful, easy, informative, but not a substitute for phone calls!
- ResistBot: Text “RESIST” to 50409
  - An interactive tool that automatically turns your text messages into faxes to your Congresspeople.
- DailyAction: Text “DAILY” to 228466
  - Delivers a link each day which includes a phone number, script, and topic to make a phone call about.
- Stance
  - Available on Android Google Play store and iphone App Store, this smartphone app will record a message for your Congress and then deliver it to your Senator or Representative at night when voicemail boxes are empty.
  - Especially effective if you use the in conjunction with scripts from 5calls or The 65.



- !NOPE!
  - Available on Android Google Play store and iPhone App store, this smartphone app contains a portable version of The Indivisible Guide and resources from the Indivisible website, and contact information for the federal government.
  - Brand new, still in beta testing, a few bugs.
- Indivisible Calendar: <https://www.indivisibleguide.com/action-calendar>
  - Suggested Daily Calls and scripts
- The 65 (formerly We're His Problem Now) - <http://thesixtyfive.org/home>
  - Weekly call to action and call scripts about top issues for the week.

## Your Congresspeople & Government

- The 115th Congress: <https://www.senate.gov/senators/contact>
  - A complete list of the Senators including phone, fax, physical Washington DC office, websites, and contact info.
- The House of Representatives: <http://www.house.gov/representatives>
  - A complete directory of the Representatives including phone numbers and websites, and which committees they sit on.
- BallotPedia: [https://ballotpedia.org/Main\\_Page](https://ballotpedia.org/Main_Page)
  - A Wikipedia-style website that contains helpful information about the Government.
- United States Court System: <http://www.uscourts.gov/>
  - A site maintained by the Administrative Office of the U.S. Courts on behalf of the Federal Judiciary. The purpose of this site is to provide information from and about the Judicial Branch of the U.S. Government.
- United States Supreme Court: <https://www.supremecourt.gov/>
  - A site maintained by the U. S. government on behalf of the U. S. Supreme Court.
- US Constitution(contemporary): <https://www.aclu.org/constitution-united-states-america>
  - This ACLU website has the full text of the US Constitution as currently amended and punctuated
- US Constitution (as originally adopted):  
<https://www.archives.gov/founding-docs/constitution>
  - This US National Archives site has a transcription of the original text of the Constitution and its amendments plus interesting historical information on this and other foundational national documents

## Calendars

- Indivisible North Seattle Facebook Events Calendar:  
<https://www.facebook.com/pg/indivisiblenorthseattle/events>



- Non-Facebook Events Calendar: <https://indivisiblenorthseattle.org/events-calendar/>
  - Please note: There are technical limitations at this time that mean our Facebook Events Calendar is the most accurate and up to date.

## Trackers

- GovTrack: <https://www.govtrack.us/>
  - Allows you to easily search and track legislation, your members of Congress, read the full text and summaries of bills, and receive daily emails on bills of interest
- Tracking Congress in the Age of Trump:  
<https://projects.fivethirtyeight.com/congress-trump-score>
  - A complete list of how often any given Member of Congress votes with Trump's agenda.
- Tracking Trumps Agenda:  
<https://www.nytimes.com/interactive/2017/us/politics/trump-agenda-tracker.html>
  - A step-by-step tracker to keep track of Trump

## Boycotts/Follow the Money

- Grab Your Wallet - <https://grabyourwallet.org/>
  - Website that supports a boycott of companies whose owners do business with the Trump family and/or support Trump Products
  - Includes contact information & call script to let these companies know about your boycott
  - Also includes 'Trump-free alternative' companies to support.
- DoneGood - <https://donegood.co/>
  - Web browser extension that makes it easy to discover to find alternatives to businesses you don't agree with.
- Open Secrets: <https://www.opensecrets.org/>
  - Keeping tabs on who has donated to politicians.
- Trump Tax: <http://trumptax.me/>
  - An up to the second running total of how much Trump's lush lifestyle costs taxpayers.



## Miscellaneous

- Brand New Congress: <https://brandnewcongress.org/>
  - A movement to elect an entirely new congress in 2018 and beyond.
- A Protestors Resource Guide: <https://twitter.com/i/moments/829434491965878272>
  - A collection of helpful informative links about rallies and protests.



## Social Media 101

Social Media, the Internet, and computers are extremely important in the fight against the GOP and Trump. These tools allow us to rapidly disseminate information and also to communicate and network across physical barriers. Twitter is particularly important in this fight because it is the president's favorite weapon. We as resisters, need to take this weapon away from him and use Twitter to spread Truth and Progressive Values instead of propaganda, lies, and hate. We encourage you to set up and use Twitter, and we have prepared some resources to help you.

- Glossary: <https://blog.hootsuite.com/social-media-glossary-definitions/>
- A helpful Twitter Workshop from Ohio Indivisible
  - [https://docs.google.com/document/d/13kC3ByMHgjfaytet7pDeFSwBwJRSEfzuuy-\\_ERTwGUw](https://docs.google.com/document/d/13kC3ByMHgjfaytet7pDeFSwBwJRSEfzuuy-_ERTwGUw)
- Facebook Groups FAQ
  - <https://www.facebook.com/help/162866443847527/>
- YouTube: How to Use Facebook Groups
  - <https://www.youtube.com/watch?v=WNAGaqViV7I>

## Hashtags to use

- #Indivisible
- #TrumpRussia
- #NoBanNoWall
- #Resist
- #Persist
- #VoteThemOut
- #DoYourJob
- #Seattle

## Suggestions for Who to Follow on Twitter

### Political Organizations

- IndivNSeattle: Our Twitter feed
- TheDemocrats: The official Twitter of the Democratic Party
- GOP: The official Twitter of the Republican Party
- GovTrack: GovTrack.us, helps track what legislation was introduced into Congress
- SenatorCantwell: Senator Maria Cantwell, D WA
- PattyMurray: Senator Patty Murray, D WA
- SenSanders: Senator Bernard Sanders, I VT
- SenWarren: Senator Elizabeth Warren, D MA



- BarackObama: Our 43rd President.
- HillaryClinton: Mrs. Hillary Clinton
- RepDelBene: Representative Suzan DelBene, D WA-01
- RepRickLarsen: Representative Rick Larsen, D WA-02
- DaveReichert: Representative Dave Reichert, R WA-08
- RepJayapal: Representative Pramila Jayapal, D WA-07

## News Outlets

- TheHill: A news outlet for political news
- WashingtonPost: The Washington Post News
- NYTimes: The New York Times
- Reuters: Reuters news
- FoxNewsPolitics: It is important to watch what the Republican Base is being “fed”
- CNNPolitics: The Politics news section of CNN
- USATodayDC: The politics news section of USA Today

## Indivisible

- IndivisibleTeam: The Twitter for Indivisible Guide Leadership
- LeahGreenB: Leah Greenberg, Co-author of the Indivisible Guide
- TexPat: Jeremy Haile, co-author of Indivisible Guide.
- AngelRafPadilla: Angel Padilla, Co-author of Indivisible Guide.
- EzraLevin: Ezra Levin, co-author of Indivisible Guide
- SEAINdivisible: Seattle Indivisible
- Indivisible\_WA: Washington State Indivisible





## Acknowledgements

Thank you to all who participated in writing this document. In alphabetical order:

Nicole Bradt

Jim Crawford

Louis DeJardin

Larry Goldman

Anne Udaloy

Lael White

Additional thanks to Indivisible Ohio-08 for allowing us to use their Twitter tutorial in this Handbook.



