

How to Use ChatGPT to Create Your Advocacy Message

1. What This Guide Is About

You are speaking up to your U.S. House Representative in Ohio. Your message is:

“Please support the Senate Labor-HHS funding levels for DD Act programs in next year’s budget.”

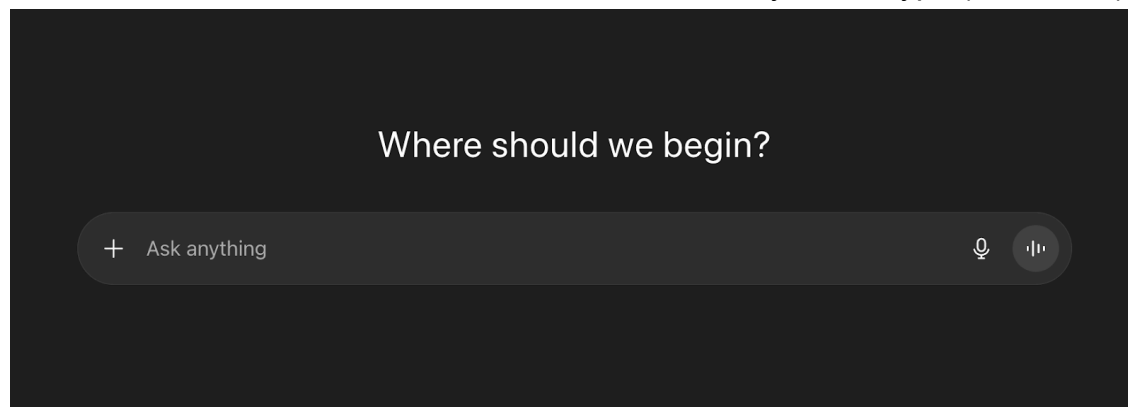
The DD Act programs include:

- OSU Nisonger Center
- University of Cincinnati UCEDD
- Disability Rights Ohio
- Ohio DD Council

We are using a special advocacy platform that will send your message to your Congress member. This guide helps you use ChatGPT to make sure your message is clear, personal, and in your own voice.

2. Getting Started with ChatGPT

1. Open ChatGPT on your computer, tablet, or phone. The website is <http://chat.openai.com> and their phone app can be found in the [Apple App Store](#) (click to download) and [Google Play Store](#) (click to download). You don’t have to pay for ChatGPT – you can use the free version!
2. On ChatGPT, the first screen will include a box where you can type (see below).



3. When you’re ready to begin, type in your question or request, then press **Enter**.

***Remember!** ChatGPT is not sending your message for you. It is here to help you practice and polish what you want to say. You will have to put your final message into our website to contact your member of Congress.*

3. Safety First

- You do not need to share your street address or any other personal info in ChatGPT.
 - In your message, you can say: “I live in [YOUR CITY] and I am your constituent.”
 - Share your story and experiences — that is what makes your message real and powerful!
 - Do not share private information like Social Security numbers or medical records.
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4. Create Your Message with ChatGPT

Use ChatGPT to get started:

None

Help me write a short message to my U.S. House Representative asking them to support the Senate’s funding levels for DD Act programs in the final budget. Make it sound like me, not like a form letter.

Then, add your personal story. You can say how DD Act programs have:

- Helped you or your family.
- Supported you in school, work, or your community.
- Made a difference in your daily life.

The most important part is that your message sounds like you, not like everyone else.

ChatGPT can help you rewrite until it feels like what you wanted to say.

Not everybody finds it easy to write about these topics, and ChatGPT can help you put your thoughts together in a way that makes sense!

Do you need help coming up with ideas about what to say, or how to say it? See Page 4 of this guide for a “Story Guide” on how to talk about your thoughts with your member of Congress.

5. For Phone Calls: Practice Your Conversation using ChatGPT

If you want to practice for a phone call or just test your words using ChatGPT so that it feels like a conversation with your member of Congress and/or their staff, you can type this into ChatGPT and it will pretend to be a staff member with you!

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Pretend you are a congressional staff person. Help me practice a phone call where I ask for DD Act funding to be supported. Make sure I sound like myself, not like a script. Think about questions they might ask me so I can be prepared when they pick up the phone.

6. For Emails: Share Your Message in the Platform

1. Once you like your message, copy it.
2. Paste it into the advocacy platform we've provided – [click here](#) to access the form.
3. The platform will make sure it goes to your specific Congress member.

7. Remember

- ChatGPT helps you write and practice.
- The advocacy platform helps you send the message.
- Your story is what matters most.
- Messages that are personal and unique are the most powerful.

Are you working with a friend, family member, or your staff (DSP) on this project? If so, great! On Page 6 you can find a helpful guide that they can use to support you as you are coming up with your message. Feel free to share it with them so they can help you do a great job!

My Story Worksheet: Why DD Act Programs Matter

Step 1. Who I Am

Write your name and where you live (city, town, or county). Remember – You do not need to write your street address!

My name is: _____

I live in (city): _____

Step 2. My Connection to DD Act Programs

Check one:

- ☐ I have used these programs.
 - ☐ I have not used them yet, but I think they are important.
-

Step 3. My Story (Pick the questions that fit you best)

If you have personal experience using these programs:

- How did you first connect with one of these programs?
- What problem or challenge did they help you with?
- How did they make life better for you or your family?
- What new skills, opportunities, or supports did you get?
- How would life be harder without these programs?

If you have not personally used these programs, but think they are important:

- Why do you think it's important that Ohio has programs like these?
 - How would you feel if they went away and you needed them later?
 - Do you know someone else who has benefited from these programs?
 - Why is it important to you that people with disabilities in Ohio have rights, research, and support?
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Step 4. My “Ask” for Congress

Write your message to your U.S. House Representative:

“Please support Senate Labor-HHS funding levels for DD Act programs in next year’s budget.”

Step 5. Putting It Together

Use this simple pattern when you write or call:

1. **Who I am:** “Hello, my name is _____ and I live in _____, Ohio.”
2. **Include your story:** (Pick one or two points you wrote above and talk or write about them in your message.)
3. **Include the ask:** *“Please support the Senate Labor-HHS funding levels for DD Act programs in next year’s budget.”*

Remember: *A few sentences are enough, and sharing your own words is the most powerful way to make change!*

Helper / Staff Notes

Purpose of this guide:

- Support people using ChatGPT as a tool to create and polish their advocacy message.
- The advocacy platform will handle sending, so focus is on personal voice and story.

How to help:

- Encourage people to tell their story in their own words.
- Use ChatGPT only to polish, simplify, or role-play practice — not to generate identical form letters, or to create opinions for people with disabilities. It's about empowering their voice, not putting someone else's words in their mouth!
- Remind the person you are helping: "Your message is stronger because it is yours."

Coaching tips:

- Keep it light and encouraging.
- Ask open questions: *"How has this program helped you?"* or *"What do you want Congress to understand?"*
- Reassure them that being authentic matters more than sounding perfect.