



Tips for Getting an Official Proclamation

A proclamation is a formal way to make a public announcement or declaration. Government officials, such as mayors and state legislators, often issue proclamations to announce upcoming events or celebrations or to increase public awareness of particular issues. Problem Gambling Awareness Month is the perfect opportunity to solicit a proclamation to raise awareness and support.

Steps for Getting a Proclamation Issued Without Legislative Action

1. Start early! It can take 45 days or more to get a proclamation through the process. Early January is not too soon! Also, during the COVID pandemic, it is a good idea to call your local government officials to confirm process.
2. Call your local mayor or governor's office to determine how proclamations are issued. Contact information can be found on your state or town's web site.
3. Ask for support for your proclamation from other leaders in your city or state.
4. Use the sample proclamation and add your local information, as well as the date on which you would like the proclamation issued. Consider the text in the sample proclamation a draft, since the official's office may have its own template or may change some language.
5. Make an appointment to meet with the official for the signing of the proclamation. However, their may be COVID pandemic restrictions in place. You may be able to take, or have someone else take a photograph of the signing ceremony and, with permission, use it to promote Problem Gambling Awareness Month.
6. Express your thanks to the relevant office(s), staff and supporters after the proclamation is issued. Send a copy to your supporters and NCPG!
7. Inform the media about Problem Gambling Awareness Month and the recognition you have received. Post on social media to announce it and/or in emails to your stakeholders.
8. After the month is over, send thank you letters to your supporters and any city council members or staff who helped you through the process, along with a succinct description of all the activities your organization launched, hosted or participated in during the month.





Sample Proclamation

WHEREAS, the National Council on Problem Gambling *[and any additional state/local sponsors]* has designated March 2021 as Problem Gambling Awareness Month;

WHEREAS, problem gambling is a public health issue affecting millions of Americans of all ages, races and ethnic backgrounds;

WHEREAS, problem gambling has a significant societal and economic cost for individuals, families, businesses and communities;

WHEREAS, problem gambling is treatable, and treatment is effective in minimizing this harm to both individuals and society as a whole;

WHEREAS, numerous individuals, professionals and organizations have dedicated their efforts to the education of the public about problem gambling and the availability and effectiveness of treatment;

WHEREAS, the National Council on Problem Gambling, *[list additional participating organizations]* invite all residents of *[city/state]* to participate in Problem Gambling Awareness Month.

THEREFORE, I, *[name and title of official]*, do hereby proclaim the month of March 2021 as:

Problem Gambling Awareness Month

In *[city/state]* and encourage all citizens to support the National Council on Problem Gambling *[and any additional state/local sponsors]* in their efforts to implement problem gambling Awareness Plus Action with friends, family, patients and clients about gambling addiction.

Signature

Name and title