

# Checklist for Winter Congress Legislation

## Decide the type of legislation you will write:

**Bill:** establishes a new law;

**Congressional Resolution:** expresses the sentiment of Congress;

**Constitutional Amendment:** changes or additions to the U.S. Constitution.

## Format

### Use Garamond Font

**Sections:** Your legislation needs the following sections

**Title:** Center title and put in all caps (capitalize every letter)

**Sponsored by:** needs to be sponsored by both a senator and a representative include name of high school.

**Rationale:** This should be a short paragraph that explains reasons why your legislation is necessary. For example, a rationale for a bill lowering the minimum wage for teenagers might read:

A lower minimum wage for teens will decrease teen unemployment as statistics show that as the minimum wage increases so does teenage unemployment. In the inner city, where teens need gainful employment, businesses currently won't hire teenagers when they can hire an older person. Giving teenagers a chance to gain valuable job experience far outweighs the fact that they will be paid less.

### First Line of legislation:

For a bill: *"Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, that:"*

For a resolution: *"Be it resolved by the Senate and House of Representatives of the United States of America in Congress assembled, that:"*

For an amendment: *"Be it amended by the Senate and House of Representatives of the United States of America in Congress assembled, and upon approval of 3/4 of the States, that:"*

### Body of Legislation

**Bills:** The body of the bill should be divided into sections and numbered 1, 2, 3, etc. The first section should establish the main effect of the legislation. Other sections should establish any limitations or restrictions. Also include any penalties that accompany your new law. All bills passed are assumed to go into effect in 90 days(unless otherwise specified),so you do not have to include the time when the bill becomes law. If your legislation involves federal expenditures, list the cost. Generalized costs are acceptable. For example, you could increase the space budget by 50%.

**Resolutions:** All resolutions should contain "Whereas clauses" instead of a paragraph that gives reasons why the Congress should adopt the resolution.

**Sponsor information:** At the bottom of the page, please include the names, addresses, phone numbers and e-mail addresses of the bill sponsor(s).