

Bill Writing

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CMC

Bill Layout

- I. A bill has six basic sections
 - A. The Title
 - B. The Preamble
 - C. The Content
 - D. Definitions
 - E. Enforcement
 - F. Funding
- II. We'll briefly cover each sections in the following slides.

Step 1: The Title and Preamble

- First, create a logical and relevant **TITLE** for your bill
 - For example, if it deals with the problem of illegal walrus smuggling, a logical title would be: “Walrus Smuggling Control and Prevention Act,” not “Cuban Narcotics Act”
- Now, you must create a **PREAMBLE**
 - Address the bill’s **basic purpose and intent**
 - A summary of what your bill wants to do and how it will do it
 - For example, if the bill addresses walrus smuggling, your preamble might say, “The United States House resolves to control and prevent walrus smuggling by improving the screening process of incoming objects and creating a walrus smuggling task force.”



Step 2: The Content

- The **content** is the body of your bill
- States what the bill does
- It will be written in provisions and number (1,2,3,4...) Further, each provision can have a “sub-provision”(This is not the technical term)
- For example:
 - 1. \$450 million will be allocated to
 - 2.
 - a. \$300 million will be allocated for the creation of the Walrus Smuggling Task Force
 - b. This organization will be governed homeland security



Step 3: Definitions and Enforcement

- The next section, **DEFINITIONS**, will contain the definitions of ambiguous or uncommon terms
 - For example, if you believe the term walrus is ambiguous, you would write:
 - “Walrus-An animal with two tusks”
- The **ENFORCEMENT** section includes the penalties for violation
 - “Annually, an outside organization, (insert one here), will review the progress and funds of the Walrus Task Force. If funds are found misappropriated, the task force will experience extreme restructuring and those individuals found responsible will pay a fine of over \$500,000.”

Step 4: Funding

- The final section is **FUNDING**, which will suggest the amount of money needed, and where it is coming from
 - Sources can include other organizations budgets
 - You can leave this section to the House Appropriations if you wish
- Example:
 - “This bill requires \$750 million in funds. The source of which will be determined by the House of Appropriations.
 - The board members have advice as well

One Thing To Note

- You may exclude sections of the bill you deem unnecessary
 - The two most common sections to exclude are definitions and enforcement