

How to Write a Bill

Once you've found an interesting and relevant topic on which to write your bill and have done the necessary research, the next step is actually getting your bill ready for discussion in Department and Congress. A CGI bill should contain six main parts:

1. **Title:** The title of the bill should describe what the purpose of the bill is exactly. It should be brief and usually begins with "An Act to..."
2. **Preamble:** This section should provide your reasons for the necessity of your bill. Why is your topic something that should be addressed by the government? This section's clauses should always begin with a "Whereas..." This section may be as brief or as long as the author desires.
3. **Body:** This section should be separated into sections and subsections. Each proposed idea for the implementation of the bill should be a section. Subsections should be used to provide further detail and clarification (definitions, etc.) for their appropriate bill sections. There may be as few as two sections or as many as the author chooses to include. The last section must be the Enactment Clause.
4. **Enactment Clause:** This is the final section of the bill (and can be labeled as a section as normal). EACH BILL MUST HAVE AN ENACTMENT CLAUSE! The enactment clause tells your fellow congressmen when your bill will take effect if passed. It may specify a future date (September 30, 2005) or a certain number of days following the passage of the bill (60 days after passage). Enactment dates within 30 days of passage are used for EMERGENCY legislation only. Enactment dates more than 90 days after passage are used for most legislation.
5. **Signature:** The author(s) must sign the bottom of bill before it is presented for debate in Department or Congress.
6. **Upon Passage or Failure:** Once a bill has passed or failed in Department or Congress, the vote count must be included on the bottom of the bill. This must include the number of people who voted for passage, the number that voted against and the number that abstained.

Attached are sample bills from the Departments of the Environment and Health as well as a blank bill template to practice on. Your final bill must be typed following the above procedure. You can download an editable template as a Microsoft Word file from www.mrwingren.com or www.mrmanos.com.

Be Creative and Have Fun!!!