



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

BILL WRITING GUIDELINES

Developing Bill Ideas:

1. Identify several members of the KYA delegation whose responsibility it will be to author bills that will be due before KYA to be included in the bill book. Several meetings will be necessary to brainstorm ideas and determine the best possible topics. Of course, the ultimate goal is typing the bill on the respective KYA bill form and turning it in to the advisor by the deadline.
Other tips:
 - Study newspaper editorials and local, state and national sections.
 - Make appointments with community leaders and interview them, such as newspaper editors, city officials, public officials and their staff, League of Women Voters officers, civic club leaders, attorneys, ministers, social workers, union leaders, law enforcement officers, physicians, AND last but not least, YOUR PARENTS and TEACHERS.
 - Ask these people what they feel is the most important issue affecting the state or nation which might be discussed in a forum such as the state legislature. Explain to them that you plan to develop a bill for the Kentucky Youth Assembly.
 - Develop a list of possible topics on which to write a bill. Have your students decide which of these they feel are most important. Explore these topics for further study and research in your local library or on the internet. Make sure it is something that the state legislature or the national Congress (for Congressional program bills) has the authority to change.

2. Ask these questions concerning the bill:
 - Does it serve the public interest?
 - Is it permitted by State and Federal Constitutions?
 - Does it infringe on any basic rights guaranteed in the Constitution?
 - Could it be performed better by another level of government?
 - Would private enterprise be involved or could do it better?
 - What would it cost to implement the idea? Remember, nothing is free.
 - Who would pay the cost? New tax? Where would the funds come from?
 - If the funds are already in existence, like the lottery, what would be cut from the budget that is already there?
 - If the bill idea will require administration or enforcement, who will provide it?

3. Again, discuss your idea with others -- students and adults.

4. Seek out opposite views on the subject; it will be helpful to know how to form arguments.



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5. Revise your bill idea, if necessary.

Preparing Your Bill:

1. Determine your bill topic and research the issue thoroughly. After gathering information, identify your views and opinions regarding the selected topic and begin to draft the bill.
2. An actual bill consists of:
 - a. **The title of the bill**
(Example: "AN ACT TO REQUIRE AN HIV TEST BEFORE MARRIAGE.")
 - b. **The enacting clause**
(For Premiere and Legislative Bills: "BE IT HEREBY ENACTED BY THE ANNUAL YOUTH LEGISLATURE OF THE COMMONWEALTH OF KENTUCKY"

For Congressional Bills: "BE IT HEREBY ENACTED BY THE CONGRESSIONAL PROGRAM OF THE KENTUCKY YOUTH ASSEMBLY")
 - c. **The body of the bill**
Be brief! Each new section should be numbered and in separate paragraphs. The body must include:
 - The appropriation of money to cover cost involved in implementing the bill, where money may be secured, etc.
 - Any penalties or punishment that will be incurred for violating the proposed law.
 - The date the bill will become law.
 - Any other vital information necessary to the law's successful implementation.

Checking Your Bill:

1. A BILL is a proposed law that is put in writing and debated by the members of the Kentucky Youth Assembly. The following tips will help you to correctly write a bill:
 - The bill considers only one subject matter.



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- It expresses the subject of the bill in the TITLE.
 - It expresses the subject in concise language.
 - The bill is as brief as necessary to explain the subject and propose the law adequately.
 - It contains the appropriate enacting clause (see above).
 - It is divided into sections.
 - If it amends an existing law, both the current law and the proposed changes must be stated.
 - Major provisions of the bill are stated in the first sections.
 - Definitions of terms are included, if necessary.
 - If money will be required to enforce the new law, where will the money come from? Perhaps a new tax, existing tax or other source?
 - What will be the penalty if people do not obey the law?
 - The bill states (usually in the last section) when the law would become effective. Many bills state, "This bill will go into effect 90 days following passage." However, your new law can become effective any time after signature of the Governor (or President for Congressional bills).
2. The final copy of your bill should be limited to one page and typed neatly on the appropriate bill form.

**** Fiscal Responsibility****

The Youth Governor has a budget for legislative bills that reach his/her desk. Each bill will be assigned a budget level by the Legislative Research Commission. The Governor must abide by his/her budget when signing and vetoing bills. Please keep this in mind while writing your legislative bills.

***Please keep in mind that the purpose of KYA is not to pass your bill!
The true purpose of the conference is to debate the most important and critical issues facing our state. Thus, the BEST bills are not necessarily those that pass but those that are most debatable, creative, feasible,***

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and important and those whose authors make the best presentation.