

HOW TO WRITE A RESOLUTION

The form in which a resolution is presented is important and a standard form is prescribed. The State Convention will issue a booklet containing all those approved by the Convention. It is important that they adhere to a similar style. If a resolution does not follow the particular style defined here the Resolutions Committee may reject it. Don't expect the Resolutions Committee to rework your resolution. They don't have much time, and you may not like the results.

Resolutions take a standard form starting with the justifications for the resolutions, followed by the resolution itself and concluding, if necessary with the actions required by the resolutions. The justifications and the action sections are optional.

REFERRING to the 'PARTY'

When writing a resolution, the resolutions being drafted are specific to the organization making the resolutions. When writing a resolution for a county convention, all resolutions apply to the county party, at the state level the resolutions will apply to the state party. It is typical for the party to refer to itself many times in the drafting of resolutions. Drafters should make it clear which party is taking the action or beliefs. The style for the state GOP is to refer to "the Wyoming Republican Party". The style for the Campbell County GOP is to refer to "the Campbell County Republican Party".

JUSTIFICATIONS

The justification section provides detail on the topic of the resolution. This section is optional and may be forgone if necessary. It should be included if the topic of the resolution relies on specific detail that is needed for the resolution to be fully understood. If possible, the justification section should refer to at least one of the Platform core principles.

Each additional justification adds detail by fleshing out the topic of the resolution. Each justification should be tied to a platform core belief or a verifiable fact. Each justification starts with a 'WHEREAS'. If another justification follows the current justification it must end with ', and'. If it is the last justification before the declaration of the resolution it ends with just a comma, ','.

Example:

WHEREAS the Wyoming sage grouse core areas infringe on private property rights, and

WHEREAS the BLM proposed to remove 15 million acres of public land in central Wyoming for sage grouse protection,

RESOLVED CLAUSES

This is the meat of the resolution. It should clearly state the position the Party should take regarding the issue.

It always follows the phrase 'THEREFORE BE IT RESOLVED'. If a resolution has no justification (WHEREAS) clauses, drop the 'THEREFORE' and the resolution should begin by stating 'BE IT RESOLVED'.

A resolved clause should be a single thought and avoid any compound sentences. A useful rule of thumb is if the resolution contains the words 'and' to join two sentences then it should be broken up by beginning with 'BE IT FURTHER RESOLVED'.

For example, this:

THEREFORE, BE IT RESOLVED the Wyoming Republican Party supports the right of institutions, businesses, and individuals to refuse services that are inconsistent with their religious tenets and that would infringe upon their freedom of conscience of religious expression as stated in the First Amendment and we believe it is our duty to protect that right by ensuring that no one is forced by the government to violate their conscience and deeply held religious beliefs.

Is better written as:

THEREFORE, BE IT RESOLVED the Wyoming Republican Party supports the right of institutions, businesses, and individuals to refuse services that are inconsistent with their religious tenets and that would infringe upon their freedom of conscience of religious expression as stated in the First Amendment.

BE IT FURTHER RESOLVED it is the Party's duty to protect that right by ensuring that no one is forced by the government to violate their conscience and deeply held religious beliefs.

ACTIONS

Specifying action for a resolution is optional.

Actions specified can be a variety of things. Common actions are, calling for legislators to work for or against a particular bill or idea; asking the party chair to communicate the resolution to a specific party, such as the Wyoming Congressional delegation, or even call upon the party to take a specific action, such as form a committee, or draft model legislation.

Examples:

BE IT FURTHER RESOLVED that the Party requests that the Campbell County legislators oppose the imposition of a gross receipts tax; and

BE IT FURTHER RESOLVED that the Secretary shall transmit a copy of this resolution to those Campbell County legislators and the Joint Interim Revenue Committee of the Wyoming Legislature to make known to them the sentiment of the Party; and

BE IT FURTHER RESOLVED that the Chairman of the Party propose for adoption by the Wyoming Republican Party State Central Committee a resolution opposing the establishment of a gross receipts tax.

RESOLUTION EXAMPLES

Resolution declaring a principle

WHEREAS our Founding Fathers believed that the government that governs least, governs best and the size and authority of the present Federal Government must far exceed what they ever could have imagined,

THEREFORE, BE IT RESOLVED the Party believes the federal government should be reduced in size by increasing efficiency by reducing multiple agency overlap, and returning the function of government to within the scope of constitutional enumerated powers.

Resolution without justification or actions

BE IT RESOLVED the Wyoming Republican Party encourages state and local government agencies to use Wyoming resources before contracting out-of-state or out-of-country resources.

Resolution adopted outside of convention calling for specific actions

WHEREAS Wyoming is in the midst of an economic downturn due to its reliance on mineral extraction, in particular coal; and

WHEREAS the Interim Revenue Committee of the Wyoming Legislature has now voted 11-3 in favor of the imposition of a gross receipts tax on businesses in Wyoming; and

WHEREAS tax increases are inimical to economic recovery and job growth; and

WHEREAS a gross receipts tax is akin to a business income tax inherently inequitable to businesses, is passed on to consumers, is regressive and, like all taxes, will not be repealed regardless of need; and

NOW THEREFORE BE IT RESOLVED that the Campbell County Republican Party opposes the imposition of a gross receipts tax; and

BE IT FURTHER RESOLVED that the Campbell County Republican Party requests that the Campbell County legislators oppose the imposition of a gross receipts tax; and

BE IT FURTHER RESOLVED that a copy of this resolution be immediately provided to those Campbell County legislators and the Joint Interim Revenue Committee of the Wyoming Legislature to make known to them the sentiment of the Campbell County Republican Party; and

BE IT FURTHER RESOLVED that the Chairman of the Campbell County Republican Central Committee propose for adoption by the Wyoming Republican Party State Central Committee a resolution opposing the establishment of a gross receipts tax.

Resolution Template

Instructions

WRITE LEGIBLY: IF YOUR RESOLUTION IS NOT READABLE IT WILL BE DISCARDED!

Add justifications for the resolution after each 'WHEREAS', avoid compound justifications. Use one WHEREAS per justification.

Use the back of the form to add more WHEREAS clauses.

Declare the resolution after the 'THEREFORE BE RESOLVED'.

A resolved clause should be a single thought and avoid any compound sentences. A useful rule of thumb is if the resolution contains the words 'and' to join two sentences then it should be broken up by using a 'BE IT FURTHER RESOLVED'.

Add actions, if necessary after additional 'BE IT FURTHER RESOLVED'. Common actions are, calling for legislators to work for or against a particular bill or idea; asking the party chair to communicate the resolution to a specific party, such as the Wyoming Congressional delegation

Use the back of the form to add more 'BE IT FURTHER RESOLVED' clauses. Make sure to add 'SEE BACK FOR MORE' if the back contains additional content.

Category (circle one) : Jobs and the Economy Crime and Law Land, Agriculture, and Environment
Government and Budgets Education Health and Society Energy
Immigration and Immigrants Foreign Policy and Defense

WHEREAS (justification)

_____ , and

WHEREAS (justification)

_____ , and

WHEREAS (justification)

THEREFORE BE IT RESOLVED (resolved clause)

BE IT FURTHER RESOLVED (additional resolved clause or action)

BE IT FURTHER RESOLVED (additional resolved clause or action)
