



# HARVARD MODEL CONGRESS 2012

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# Guide to Congress

## INTRODUCTION

Congratulations, and welcome to the United States Congress! Capitol Hill is one of the most exciting posts for a politician, but it comes with its fair share of rules and responsibilities. In order to serve your nation to the best of your abilities, you must prepare for your role by researching your personal positions, committee issues, and the legislative process.

This guide includes instructions for the pre-submitted materials that you must send to HMC before the conference. These assignments are intended to give you practice in the art of drafting a bill and to get you thinking about your committee issues. Pay close attention to the section of this guide entitled, "Pre-submitted Materials." Written materials must be submitted to your specific committee page on the Harvard Model Congress website ([www.harvardmodelcongress.org](http://www.harvardmodelcongress.org)) by **January 24, 2012**.

We encourage you to begin your preparations right away. There is no better way to ensure an amazing time in committee at the conference. Your experience at HMC 2012 will be greatly enriched by advance preparation and consideration of the issues and rules of order. We await your arrival in February. Good luck!

## HMC 2012

This year will see the continuation of several new innovations to the HMC structure. Most significantly, each day of the conference will represent a day that is three months apart from the preceding and following days, effectively giving the conference a time span of a full year. Over the course of this imaginary year in "conference time," delegates will be faced with changing world situations that will require their committees to work in unison to ensure the stability and security of the US. Each day of the conference will end with a full session in which delegates will vote on bills that were discussed during the day. The president will sign or veto the bill shortly after its passage, and the bill will be in effect for the remaining days of the conference. In the first committee session of each day, delegates will be informed of the occurrences in the past three months of "conference time" and will receive feedback on how their bills fared as laws of the land.

## CONGRESSIONAL BACKGROUND

The two houses of the Congress make up the dynamic legislative branch of the American government. The role of the legislative branch is to draft, debate, and pass the laws; the judicial branch interprets the law, and the executive branch makes sure that the laws are obeyed. The House of Representatives comprises 435 congressmen, who each represent a district in his or her home state. Districts are determined based on population. In the Senate, there are 100 senators, two from each state. This bicameral system was created to fairly represent the interests of both small and large states, a compromise made during the Constitutional Convention of 1787.

## HOW IT WORKS

This section outlines the basic format of the Congress at the conference. For the purposes of Harvard Model Congress, both the House of Representatives and the Senate are divided into 12 committees. To begin the conference, each committee will consider their topics separately, debating and drafting bills. As on Capitol Hill, the committee is the cradle of legislation at Harvard Model Congress. Delegates participate in four committee sessions, drafting bills during informal caucuses and formal debate. Committee sessions allow you to experience the excitement, challenges, and occasional frustration of statesmanship. Each committee is coordinated by three Harvard staff members, a Chair and two Vice Chairs. These students spend much of the year writing issue briefings and updates for the committee. You will encounter a great deal of diversity among issues, staff, and participants among the committees. The dynamic can and will range anywhere from heated partisan debate to calm and quiet consensus, but the overriding mission of the committee is to develop novel solutions to the topics.

In addition to committee meetings, the "full House" and "full Senate," each consisting of four committees from a chamber, will meet three times to debate the bills passed during committee sessions. At this time, any bills passed by the full Senate will go to the full House for consideration, and the full Senate will consider those bills passed by the House. Any two bills addressing the same topic passed by both legislative bodies then goes on to a specially convened Conference Committee that reconciles any differences between the two versions of the bill. Bills then return to each chamber for final approval. When a bill has been passed in exactly the same form in both the House and the Senate, it reaches the desk of the president for approval or

veto. If the president vetoes a bill, a vote will be held during the next full session of the conference when, with a two-thirds vote of all representatives and senators, the veto may be overridden.

This year's conference will address the issues that are on the briefings posted on the HMC website. These briefings should be considered starting points for the issues; you are strongly encouraged to follow up with your own research. Each House and Senate committee will only consider three topics. Also, keep in mind that all debate will run according to parliamentary procedure. Please carefully read the explanation of parliamentary procedure, included in this guide. Having a good understanding of these rules will ensure that everybody's ideas are heard and that the best possible legislation comes out of every session.

### *House of Representatives*

The House of Representatives consists of 12 65-member committees, each debating three related political topics. Representatives are assigned to one of these specialized committees. In committee, representatives will learn to work with their fellow committee members, discussing issues in-depth and creating well-reasoned and detailed legislation. During formal debate, representatives address their committee from a podium at the front of the room, gaining experience and confidence in public speaking. This experience is invaluable come Full Session, when representatives address a committee of 240 peers.

### *Senate*

Each of the three Senates contains 100 members. Each senator sits on two committees of 25 members within his or her assigned Senate. Senators will spend two sessions in their first committee and two more sessions in their second committee. They sit around a long table during formal debate, creating an intimate and focused atmosphere. While the format of committee is less formal than in the House, debate remains intense, since senators are responsible for finding solutions to a total of four issues. Senators must work quickly to draft and debate legislation, while retaining the deliberative character of the Senate.

## ***Before the Conference***

As a congressman, your political commitments and legislative priorities are shaped by a number of factors. Your position on an issue should reflect your personal feelings (as your assigned senator or representative), the opinions of your constituency, what is best for your region, and what is best for the nation as a whole. Most solutions compromise among these criteria. As soon as you are assigned a role, begin by researching your role's biography in order to familiarize yourself with your senator or representative's background and your district profile. Also, be sure to carefully read through the "Liberal View" and "Conservative View" sections of your briefings so that you know how each political party traditionally feels about the topics you will be discussing. In addition to researching your role's positions, we strongly encourage you to research your assigned issues so you can consider the topic from multiple viewpoints. Delegates who have thoroughly read the briefings and done outside research on the issues are often the most successful at crafting thoughtful legislation.

We encourage you to collect first-hand information by calling, writing, or e-mailing the office of your assigned congressman. Letters should be addressed to: Senator or Representative NAME; US Congress; Washington, DC 20515 for House, and 20510 for Senate. Because of heightened security precautions, you may have more success reaching your congressman by e-mail or by phone. For this contact information, find your role's web page through [www.house.gov](http://www.house.gov) or [www.senate.gov](http://www.senate.gov).

Your correspondence should explain your role in HMC, and you should express your interest in the congressman's position on the issues you will be debating. Be sure to indicate your purpose in requesting this information, since many congressional offices normally only respond to requests from their own districts. If you express your interest in American government and your desire to learn more in preparation for your role, the office to which you are writing will usually oblige your request.

### *Researching the Issues*

Your first step in research should be to read the briefings (posted online) written by the HMC staff. The briefings provide excellent outlines of the issues to be discussed and go into a fair amount of detail on the various points of debate that will be guiding the legislators. In these briefings, you should keep a particularly close eye on the "Focus of the Debate" and "Possible Solutions" sections since they will address your questions most directly.

For more information on any of the points addressed in the briefings, take a look at the bibliography; you may find it easiest to refer to the same sources used by the author. Frequently-used sources of information for Harvard Model Congress briefings are Congressional Quarterly and Congressional Research Service (CRS) Issue Briefs/Info Packs. Congressional Quarterly (or CQ, as it is affectionately called by insiders) is available in nearly any public or university library, but you will have to contact your Senator or Representative to get CRS materials. Make sure you give congressional staff plenty of time to get CRS materials for you because they are sometimes not immediately available.

The HMC staff members who wrote the briefings that you are assigned can also be of help to you.

In December, we will send you a policy update on each of your committee's issues covering recent developments in that area. To keep up-to-date on the issues, we encourage you to read weekly news magazines and daily newspapers (i.e., *Time*, *Newsweek*, *US News and World Report*, and *The New York Times*). Also, a computer search, either online or on CD-ROM, may be available through your local library or through a university library. If you have access to an online search facility such as Lexis-Nexis, you can very easily do a word search combining (for example) "Obama" and "cable TV regulation," which will give you full-text printouts from newspapers, magazines, and radio and television shows nationally. You can also get information straight from the source by calling the White House press office at (202) 456-1414.

We also encourage you to visit the HMC website ([www.harvardmodelcongress.org](http://www.harvardmodelcongress.org)), which has links to many good sources of information. For insider coverage, you might try *Congressional Quarterly*, *The Hill*, *Roll Call*, and *The National Journal*. For congressmen's statements, use the *Congressional Record* or your committee's website.

### *Pre-submitted Materials*

Prior to attending the conference, all members of Congress are required to submit **pre-submitted materials**. These assignments will be posted on the committee pages on the website in December. The deadline for submission on the HMC website is **January 24, 2012**.

In addition to this assignment, Harvard staff will be posting related articles and links on the committee pages and requesting your feedback via a committee-specific message board.

### **Research**

Before you can complete your pre-conference assignment, you must research your congressman's position on the issues at hand. When researching your congressman's view on a given issue, try to answer the following questions:

- *What is your congressman's opinion on this issue?*
- *What are your particular concerns?*
- *What are your constituents' concerns?*
- *What policy proposals or resolutions do you intend to propose?*
- *What alternatives would you be willing to endorse?*

When completing your pre-conference assignment, be sure to take these questions into consideration.

### **Completing the assignment**

**Please clearly indicate the following information on your pre-submitted materials:**

- your own name and your school's name
- your congressman's name, state, and party
- the chamber of Congress (House or Senate)
- the appropriate committee and topic area

Written materials must be submitted to your specific committee page on the Harvard Model Congress website ([www.harvardmodelcongress.org](http://www.harvardmodelcongress.org)) by **January 24, 2011**

### *At the Conference*

On Thursday evening, after opening ceremonies and after the party caucuses, committee sessions begin for senators and representatives. Although each committee inevitably acquires its own character, all follow the same general patterns of bill flow, formal and informal debate, and caucus. From the Chair's call to order to the committee's adjournment, you will get an excellent feel for the political process and will use debate, caucus, and parliamentary procedure to implement solutions to complex issues.

During the conference, you will alternate between formal debate and caucus, each of which plays an important role in the committee process. During formal debate, individual committee members have a chance to address the entire committee directly. Formal addresses are the best way to communicate an important idea to everyone. During caucus, congressmen can stand up, walk about, and discuss issues with one another. It is in caucus that most of the work of drafting, combining, and amending bills, as well as successful compromise among competing factions, is accomplished.

### *Committees in Action*

At the beginning of the first committee session, the Chair calls the committee to order. Your chair will open committee with general debate on the topic on hand. The Chair will form a speakers list, asking for all members who wish to be placed on it

to raise their placards. It is a useful strategy to place your name on the speakers list. You may think you have nothing to say when a new speakers list is being drawn up, but someone will inevitably stand up and say something you object to or support. Speaking will give you and your ideas exposure. By placing yourself on the speakers list early, you can be confident that your ideas are brought front and center so the committee can consider your opinion while crafting legislation. Some of you might feel hesitant to speak in front of the committee; many delegates feel nervous in this situation. But while speaking may seem frightening at first, debating ideas during committee is the best way to enrich your conference experience. A thorough understanding of your topics will help give you confidence when speaking; if you know the issues well, you will have more insightful points to bring up. We encourage you to listen carefully to debate and make a statement when you feel you have something to add. You will gain excellent experience speaking in front of a group and will learn to better articulate your position. Your Chair and Vice Chairs have been instructed to give all members of the committee opportunities to speak, so let them know if you have not yet had a chance to voice your opinion.

As members of the committee begin to discern their allies and draft legislation, it is important to keep in mind the rules of bill-writing. A poorly-written bill will only come under fire down the road, so it is important for legislation to be specific and include all the necessary provisions. First, legislation must be approved by the committee Chair before it can be officially introduced. While each bill will be discussed in turn, chairs especially look for well-written legislation drafted through debate and compromise, and you may discuss as many different bills as you wish so long as you discuss them one at a time. When a bill on a topic area passes, the committee will move on to a different issue. The committee may pass more than one bill on the same topic, yet it is always a good idea to make each bill as thorough as possible so that your legislation makes it on to the Full Session docket.

### *Formal Debate*

During formal debate, bills are officially introduced, debated, and voted on. It is also the arena in which amendments are introduced, discussed, and then incorporated or discarded. All official motions apply to formal debate and run under the guidelines of parliamentary procedure. By learning the rules, you will better understand how the committee runs. A complete explanation of parliamentary rules and procedure, including a sample committee session and a table of points and motions, can be found on pages 5-9.

### *Committee Caucus*

Caucuses can be either moderated or unmoderated, and they may be partisan or bipartisan. In a moderated caucus, the Chair will lead the discussion, while in an unmoderated caucus you may stand up and move around the room to discuss issues with other delegates. During a partisan caucus, delegates may only talk with members of their own party, and bipartisan caucuses allow delegates to reach across the aisle and compromise with members of the other party. During caucus, some members will work on their own, but most of the committee will split into groups. Such groups are informal, naturally forming as members seek others with views similar to their own. Most members will focus on writing a bill or amendment, preparing a speech, or working on other ideas. As group positions consolidate, a number of formal proposals will draw supporters and detractors. Acting on their own or as representatives of a group, some members might go to other groups and try to win supporters or find areas of mutual agreement. Working together, groups will consider amendments, combining acceptable parts of several bills. The success of legislative proposals almost always depends on bipartisan cooperation, so it is imperative that you find members from both sides of the aisle with whom to work constructively. This is also a great time to informally ask your Chair or Vice Chairs substantive questions on the issue at hand; they will be great resources for clarifying an issue.

### *Party Caucus*

Not to be confused with committee caucuses, party caucuses will be held three times. Party caucuses allow delegates to get excited about their party and to feel united behind their platforms. The first caucus is the Large Party Caucus, convening for the purpose of presenting a unified party stance. This caucus will also include debate over the party's platform, which will serve as the unifying document of the party's philosophy. A draft platform will be provided, to which you will have the opportunity to make amendments. During the Large Party Caucus, there will also be the election of the ranking members. Each congressional committee will have two ranking members, one from each party. Applications must be completed prior to the conference and can be found on the committee pages of our website.

Before Full Session, you and your fellow senators and representatives from each political party (Republican or Democrat) will meet in a Small Party Caucus, where you will rally behind your party's political platform and gain information on each new bill you will debate in Full Session. Your chairs will present the bills on the Full Session agenda so that your party can decide on a unified stance on the proposed pieces of legislation.

## ***Bill Writing Process***

### *Proposing a Bill*

When debate concludes and delegates enter the bill writing stage, there usually are several different bills being written by committee members at the same time. According to committee rules, however, *only one bill may be debated at any one time*; so the process of getting a bill onto the floor becomes something of a race. Thus, you will profit in following the guidelines outlined below to increase the chances that the Chair will sign your bill before others.

### *Format for all Bills*

All bills must follow the format specified below:

- A) Title
- B) Preamble — the bill's basic purpose and intent
- C) Content — the legislation
- D) Definitions — definitions of ambiguous terms
- E) Enforcement — penalties for violation
- F) Funding — suggestions of the amount and the source, to be judged by the appropriations committee

Within each section, each numbered clause should address a different idea, especially in the content section. A certain section may be omitted if absolutely unnecessary; for example, an enforcement clause might not appear in an appropriations bill in the House.

The sample bill on pages 14-15 is a good example of a precisely worded, thorough piece of legislation. It develops several details and sufficiently defines its terms. The author has also devised a creative way to fund the bill.

### *Amendments*

After debating a bill for some time, members who do not wholly support a bill may wish to add, rewrite, or delete certain sections. Members must propose such changes in the form of amendments. Some amendments are rather minor and pass almost immediately; others may be detailed and require extensive debate. In any event, amendments require signatures of the Chair and either two senators or eight representatives. Unlike bills, amendments are immediately placed on the floor of the committee upon introduction by a member, requiring neither debate nor a vote. Amendments are often the result of compromise, yet an amendment can double as a political weapon to kill legislation. Members may seek to attach strategically controversial amendments to a bill knowing that the bill, as amended, will draw significant opposition from either the full House or Senate, or the president. A possible amendment to our sample bill appears following this section. It seeks to transform the original proposal into more moderate legislation.

### *Passing Legislation*

Eventually, the committee will bring a bill to a vote. Once debate on the bill is closed and upon Motion for the Previous Question, the committee chambers are sealed for a placard vote. If a bill is particularly political or contentious, a member may request a roll call vote to make the record show exactly how each congressman voted.

## **RULES OF PARLIAMENTARY PROCEDURE**

In reading these rules, keep these key concepts in mind:

Only bills and issues open for debate may be discussed. Motions may only be made when the floor is open. If there are several motions, then the motion with highest precedent is considered first.

### *Fundamentals*

- 1. SCOPE:** These rules of procedure shall be self-sufficient and shall be considered adopted in advance of the conference. No other rules of procedure shall apply.
- 2. POWERS OF THE CHAIR:** The Chair of a committee shall direct discussions, put questions, announce decisions, accord the right to speak, decide all questions of order, sign all written proposals, and ensure and enforce observance of these rules. The Chair shall, subject to these rules, have complete control of the proceedings at any meeting and over the maintenance of order. The Chair shall not vote, except in the case of a tie. A Chair may suggest that a motion pass with unanimous consent.

- 3. MEMBERS:** Every Member shall be present unless excused or necessarily prevented. A Member may not authorize any other individual to cast his or her vote or record his or her presence. No Member shall be recognized without his or her placard and badge of office. Senators shall be addressed as “the Senator from [State]”; representatives as “the Representative from [State].”
- 4. MOTIONS:** When the floor is open, Members may rise and be recognized by the Chair by raising their placards. The floor is defined as open if no Member of the committee or congressional staff is speaking or has been recognized to speak. ONLY points of personal privilege and order may interrupt a speaker. Only one motion may be on the floor at any given moment. If a new motion takes precedence over the motion currently on the floor, then the motion currently on the floor will be tabled while the new motion is resolved. The old motion will then return to the floor. No motion may be recognized that falls below the current motion in precedence. In order to be considered by the Committee, a motion must be immediately seconded by another Member. A Member may ask that his motion (or amendment, etc.) pass by unanimous consent, in which case the Chair shall ask if any Member objects. If there is an objection, the motion shall be considered normally; otherwise it shall pass immediately.
- 5. QUORUM:** The Chair shall declare the opening of a session when at least one-third of the Members are present.
- 6. COURTESY:** All Members shall show courtesy and respect to the congressional staff and to other Members. If any Member should transgress these rules, the Chair shall call him or her to order, in which case he or she shall immediately sit down. No Member shall impute any conduct or motive unworthy or unbecoming of a Member. No Member in debate shall refer offensively to any Member or to any State of the Union.

### *Debate*

- 8. SPEAKERS LIST:** When a Member desires to speak on any question, he shall submit his State (and District number in the House, or rank in the Senate) to the Chair to be entered on the Speakers List for that question. There should be one continually open general Speakers List on the issue before the floor. Separate Speakers Lists shall be established on all debatable questions, including motions, amendments, and bills. The Chair may rotate between majority and minority parties or between Members “For” and “Opposed.”
- 9. TIME-LIMIT ON SPEECHES:** The Chair may limit the time allotted to each speaker and the number of times Members may speak on any question. If a Member exceeds his or her allotted time, the Chair shall call him or her to order without delay.
- 10. YIELDS:** A speaker who has remaining time at the end of his or her speech has three options:
- Yield remaining time to the Chair, whereby his or her time is ended and the floor is open for motions.
  - Yield remaining time to questions, whereby the Chair will recognize questions from the floor until time expires. Only the speaker’s responses to questions shall be deducted from remaining time.
  - Yield remaining time to another Member, who may then rise and use this time to address the Committee.
- At the end of a speech, if the speaker neglects to yield his remaining time to any of the above, any Member may rise and ask, “Will the speaker yield to questions?”
- NOTE:** A speaker may not yield to another speaker after yielding to and answering questions. A speaker to whom time has been yielded may not then yield time to another speaker or to questions.

### *Written Proposals*

- 11. SIGNATURES:** Written proposals may only be distributed to the Committee after receiving the Chair's signature. Certain proposals also require the signatures of a number of Members. Signatures do not represent personal support for the proposal, but merely a willingness to entertain debate on the proposal. The Chair may refuse to sign a proposal if it does not follow proper format, is incoherent in form or concept, essentially reproduces a previous proposal, would impede the progress of the Committee, is limited in content, or if it does not address the issue sufficiently. This decision cannot be appealed.
- 12. WORKING PAPERS:** Members may bring working papers before the consideration of the Committee. Working papers are unofficial documents and may include general ideas, policy statements, or proposed bills. They are never officially introduced; however, they require the signature of the Chair to be copied and distributed to the Committee.
- 13. BILLS:** Proposals may be submitted as bills when they are signed by 6 senators in a Senate committee or 10 representatives in a House committee, as well as the Chair. Signing a bill for introduction need not indicate support for its content. Once submitted, the Chair shall have the bills copied and distributed, after which a Member may move to introduce a bill (see Motions). Bills which pass in committee and pass both chambers of Congress will be sent to the Presidents. If the president does not veto the bill, it becomes a law. Otherwise the veto must be over-riden by a 2/3 vote of each chamber for the bill to become law.
- 14. SIMPLE RESOLUTIONS:** A simple resolution deals with matters entirely within the province of one chamber, such as allocating funds, recognizing individuals for outstanding service, or expressing the opinion of the House or Senate. A simple resolution undergoes the same procedure as a bill. When passed, simple resolutions hold no force of law, instead they affect only the particular chamber from which they are written.
- 15. CONCURRENT RESOLUTIONS:** Simple resolutions which pass both chambers are termed concurrent resolutions. They have no force of law and express only the sentiment and will of the Members of Congress.

**16. JOINT RESOLUTIONS:** Joint resolutions must concern limited, specific legislation, such as special appropriation for hurricane victims or a minor, technical change in an existing law. Joint resolutions require a majority vote and the President's signature and do indeed hold the force of law.

**17. JOINT RESOLUTION TO AMEND THE CONSTITUTION:** Changes in the Constitution must be passed by a 2/3 vote in the originating Committee and in both chambers and be ratified by 3/4 of the States. In the case that an amendment is passed with 2/3 majority in both chambers, the Amendment is sent to the states for ratification.

**18. AMENDMENTS:** Amendments may be submitted once they receive signatures from the Chair and two senators or eight representatives. In the House, amendments must be relevant to the bill and the section being amended; amendments in the Senate need not be relevant. Members may not directly amend an amendment which is on the floor of the Committee. *Only bills may be amended.* Therefore, if an amendment is incorporated into a bill, then the new section of the bill can then be further amended. Or, Members may table the original amendment and draft a new amendment.

### *Points*

**19. POINT OF PERSONAL PRIVILEGE:** At any time, a Member may rise to a Point of Personal Privilege to correct conditions adversely affecting the rights and personal comfort of the Members. Questions of privilege shall have precedence over all other questions and shall be resolved by the Chair.

**20. POINT OF ORDER:** At any time, a Member may rise to a Point of Order if he or she feels that the rules are not being followed. Questions of order shall be decided by the Chair without debate, subject to appeal.

**21. POINT OF INFORMATION:** When the floor is open, a Member may rise to ask a question relating to substantive issues, such as content of a bill or factual information about the topic of debate.

**22. POINT OF PARLIAMENTARY INQUIRY:** When the floor is open, a Member may rise to ask a question of the Chair regarding parliamentary procedure.

### *Motions*

**23. PRECEDENCE:** Motions shall be considered in the order of precedence listed on the chart entitled Table of Points and Motions. Motions at the same level of precedence shall be decided in the order in which they were introduced.

**24. CONSIDER A DIFFERENT ISSUE:** A motion to change the stated topic shall require the approval of the Chair and the second of a majority of the Members and shall be debatable with one speaker in favor and one opposed. It shall require a 2/3 majority to pass. It shall have the effect of tabling discussion on the current topic and any bill or amendment currently on the floor. Following the passage of this motion, committees will move directly to the second topic.

**25. TESTIMONY:** When the floor is open, a Chair or Member may rise to ask that the Committee hear the testimony of an expert on the issue being discussed. The motion requires a second, is not debatable, and requires a 1/3 vote to pass.

**26. APPEAL:** A Member may appeal the decisions of the Chair. If a decision is appealed, then the Chair may speak briefly in defense of the ruling. The appeal shall then be put to a vote, and the decision of the Chair shall stand, unless overruled by a majority of the Members voting. Decisions of the Chair that cannot be appealed include:

(1) dilatory questions or motions, (2) adjournment or recess, (3) signature or distribution of bills, amendments, working papers or other proposals, and (4) motions requiring the Chair's approval.

**27. CAUCUSING:** When the floor is open, a Member may move to caucus for a stated reason and a stated period of time, not to exceed twenty minutes. The motion is not debatable and requires a majority to pass.

**28. INTRODUCTION OF A BILL:** Once a bill has been submitted to the Chair with proper signatures and has been copied and distributed to the Committee, a Member may rise to introduce it for consideration. If the motion is seconded, then the Chair shall allow one speaker in favor and one opposed. If the motion passes with support from at least 1/3 of the Members voting, then a new Speakers List shall be drawn up with the Member who made the motion placed first, and the bill shall be debated until a Motion for the Previous Question or for Laying on the Table passes.

**29. INTRODUCTION OF AN AMENDMENT:** Once an amendment is submitted and the Chair has either distributed copies or publicized the amendment in some fashion, a Member may rise to introduce the amendment. Upon receiving a second, the amendment shall be immediately placed on the floor. If there is absolutely no objection to the amendment, then it shall pass by Acclamation. Otherwise, the amendment shall be debated with a new Speakers List until there is a Motion for Previous Question or for Laying on the Table. Although there is no vote as to whether or not an amendment may be introduced, a Member may Object to Consideration of the motion.

**30. OBJECTION TO CONSIDERATION:** The Objection to Consideration of any bill, amendment, or motion requiring debate may be made immediately following introduction of the motion and before debate has commenced. Objection to Consideration is not debatable and requires the support of 2/3 of the Members voting to prevent consideration of the bill, amendment, or motion in question.

**31. SUSPENSION OF A RULE:** A Motion to Suspend a Rule is in order if it receives the approval of the Chair. The motion must be seconded by a majority of the Members present. The motion may then be debated by one speaker in favor and one opposed and shall require the support of more than 2/3 of the Members voting.

**32. LAYING ON/TAKING FROM THE TABLE:** A Motion to Lay a Bill, Amendment, or Motion on the Table is not debatable and requires the support of 2/3 of the Members voting. It removes an item from the floor and from immediate consideration by the Committee. A motion to resume debate on any tabled motion (to “Take from the Table”) is not debatable and requires a majority to pass.

**33. PREVIOUS QUESTION:** When the floor is open and a bill or amendment is under discussion, a Member may move to Previous Question. If the motion is seconded, the Chair will recognize one speaker against the motion. The motion requires a 2/3 majority to pass; if it passes, then all debate shall end and the Committee shall move to a direct vote on the proposal in question. Note that if an amendment is on the floor, a Motion for Previous Question on a bill or resolution is out of order.

**34. RECONSIDERATION:** When a substantive question has been decided, any Member that voted with the prevailing side may move to Reconsider. This motion is debatable to the extent of one speaker in favor and requires a majority to pass; it places the decided issue back on the floor for another vote. No question may be reconsidered more than once without unanimous consent. Only decisions regarding bills, amendments, and other substantive proposals may be reconsidered.

**35. RECESS:** When the floor is open, a Member may move to Recess until the next scheduled meeting. The motion is debatable, requires a majority to pass, and suspends all committee functions until the next meeting. The Chair’s decision to rule this motion dilatory cannot be appealed.

**36. MOTION TO RISE:** This motion is not debatable and requires a simple majority to pass. It is only in order after 3/4 of the time allotted for the last meeting of the Committee has elapsed. When a committee rises, the Committee shall cease to exist, and Members shall rise to enter Full Session of the chamber.

### *Voting*

**37. TAKING THE VOTE:** Each Member shall have one vote and shall vote “Aye” or “Nay.” Each question shall be decided by voice or placard vote. Any member may request a roll call for votes on substantive proposals such as bills and amendments. If more than 1/5 of the Committee seconds the request, then the ayes and nays shall be ordered. The Members shall, without debate, declare their assent or dissent without abstention, unless excused by the Chair. No Members may change or withdraw their votes except with unanimous consent.

**38. DIVISION OF A QUESTION:** Any Member may ask to divide a bill or amendment, in order to vote separately on individual parts of the proposed legislation. A Member would move to Divide the Question if he or she agreed with all but certain sections of a bill. The motion must clearly state which sections are to be divided from the bill or amendment to be voted on separately. A Member may ask to vote separately on every section of the bill or may ask to vote separately on one clause only. After the divisions have been stated, the Chair shall call a vote on each division. Those parts which pass by simple majority shall remain part of the bill. Those parts which do not pass will be omitted from the original bill. A final vote will be taken on the bill as it remains — *i.e.*, on the surviving sections of the bill as a whole. Only this final vote shall be eligible for a Roll Call Vote.

**NOTE:** If those divisions which do pass form a self-contradictory final bill or amendment, then the Chair may, subject to appeal, rule the bill incoherent. This ruling will cause the bill to be removed from the floor without further vote or debate.

# Table of Points & Motions

Motions (By Precedence)	Second	Debatable	Vote	Notes
Appeal the Decision of the Chair	Yes	Chair	Majority	
Point of Personal Privilege	No	No	Chair	
Point of Order	No	No	Chair	
Point of Information	No	No	Chair	
Point of Parliamentary Inquiry	No	No	Chair	
Motion to Rise	Yes	No	Majority	To full session
Motion to Recess	Yes	No	Majority	To committee
Motion to Caucus	Yes	No	Majority	Time & Type
Motion to Order the Yeas and Nays	1/5	No	Chair	
Motion to Divide a Question	No	No	Chair	After Prev. Question
Motion to Object to Consideration debate	Yes	No	2/3	After motion, b/f
Motion to Suspend a Rule Chair	1/2	1 pro/1 con	2/3	Need approval of
Motion for Testimony	Yes	No	1/3	
Motion to Lay on the Table	Yes	No	2/3	
Motion to Take from the Table	Yes	No	Majority	
Motion for Previous Question	Yes	1 con	2/3	Sen. FS: Cloture, 3/5
Motion to Consider a Different Issue	1/2	1 pro/1 con	2/3	
Motion to Introduce an Amendment	Yes	No	None	FS: Treat like a bill
Motion to Introduce a Bill/Resolution	Yes	1 pro/1 con	1/3	
Motion to Reconsider side	Yes	1 pro	Majority	Intro by prevailing
Motion to Set the Agenda	No	1 per issue	Plurality	

## Decisions That Cannot Be Appealed:

Dilatory motions

Adjournment

Signatures

Motions requiring Chair's approval

## Signatures:

	Committee Bill	Committee Amendment	Full Session Amendment
House	10	8	25
Senate	6	2	10

Notes:

1. The Chair's decision regarding dilatory motions, adjournment, signatures, and motions requiring her approval are unappealable.
2. Objection to Consideration must occur after a motion is made, but before any debate.
3. Suspension of a Rule requires approval of the Chair.
4. Reconsideration must be moved by a Member who voted with the prevailing side.
5. Refer to Rules for details on each of the Points or Motions.

### *Full Session*

When the Speaker of the House or President of the Senate calls together the Committee of the Whole, each house of Congress comes together to debate in common the bills that have passed their respective committees. In Full Session, members of Congress have the opportunity to present and discuss before an entire body of Congress the legislation that has survived committee mark-up, in the hopes that bills will eventually be signed into law. Full sessions give you an opportunity to debate bills that have come from committees other than your own and engage in discussion of a broader range of issues. Finally, the experience of convincing a body of 100 to 250 peers that your legislation is best for the nation will engage you in important lessons about compromise. In order to enable representatives to get the most out of Full Session, the House meets in three chambers of 250 students each. The Senate convenes in three groups of 100 students each. As such, there are three concurrent Full Sessions. Legislation passing both chambers is submitted to the president, who signs or vetoes bills.

#### *Rules of the Full House and Senate Sessions*

1. **SCOPE:** The rules of procedure for committee sessions shall be in force for House and Senate sessions as well, except as modified by the following changes.
2. **CONGRESSIONAL STAFF:** The President of the Senate shall be the Presiding Officer of the Senate. The Speaker of the House shall be the Presiding Officer of the House of Representatives. In the event that either cannot fill his or her position as Presiding Officer, he or she shall appoint a congressional staff member to step in. Each body shall have a Majority Leader, Minority Leader, and other party officials who shall organize their parties and coordinate support for or opposition to a given proposal.
3. **POWERS OF THE CHAIR:** The Speaker of the House shall vote at his or her discretion; he or she shall be required to vote in the case of a tie. The President of the Senate shall only vote in the case of a tie.
4. **MOTIONS:** In the House of Representatives, all motions except Appeals, Points of Privilege, Points of Order, and Points of Parliamentary Inquiry must be submitted in writing to the Presiding Officer.
5. **AGENDA:** The agenda shall be set in advance of the first session by the Presiding Officers in consultation with the Committee Chairs. Motions to Re-order the Agenda must receive the signatures of the Majority or Minority Leader and the Presiding Officer before they may be introduced.
6. **WORKING PAPERS:** There shall be no working papers in Full Session.
7. **BILLS:** Bills may be introduced in the order specified by the agenda. In order to be introduced, bills not on the agenda must be signed by 90 House Members or 40 Senate Members, the Majority or Minority Leader, and the Presiding Officer.
8. **AMENDMENTS:** Amendments to bills may be proposed once they have received the signatures of 25 representatives or 10 senators, the Majority or Minority Leader, and the Presiding Officer. Amendments in the House must be germane to the bill and section being amended; amendments in the Senate need not be germane.
9. **PREVIOUS QUESTION:** Motions for Previous Question in the House of Representatives shall be in order only after two members of each party have spoken; if the motion passes the House shall move to an immediate vote. The Senate shall use the Motion for Cloture instead. Cloture is not debatable and requires the support of 3/5 of the Members voting. If Cloture passes, then the President shall recognize one Member to speak in favor of the bill or amendment and one to speak against. A Motion to Re-Open Debate is then in order; it is not debatable and requires the support of a majority to pass. If it fails, the Senate shall move to an immediate vote on the bill or amendment.
10. **MOTION TO ADJOURN:** The Motion to Adjourn is used in Full Session in place of the Motion to Rise. Following adjournment, the President of the Senate and the Speaker of the House shall submit their reports to the Joint Session of Congress.
11. **VOTING:** There shall be no Roll Call Votes in the House of Representatives. There shall be no Roll Call Votes on amendments in the Senate.
12. **LAWS:** In order to become a law, a bill must receive the approval of both chambers of Congress and the signature of the president. If the president vetoes a bill, then it shall require the support of 2/3 of the Members of each chamber to become law.
13. **CONSTITUTIONAL AMENDMENTS:** Bills to propose Constitutional Amendments shall require the support of 2/3 of the Members of both Houses. Proposed Constitutional Amendments do not require the president's signature and are not submitted to the president. As stipulated in Article V of the Constitution, in order for a proposed Amendment to be ratified, it must receive the endorsement of 3/4 of all the state legislatures.

## *Conference Committee*

In Congress, the Conference Committee meets to resolve differences between similar bills passed in both houses of Congress in order to unify the legislation into a single version. (In actuality, these occurrences are rather seldom and may not even happen during the entirety of the conference.) Comprised of senators and representatives from the respective Senate and House committees in which the bills originated, the Conference Committee's members must compromise in order to produce one comprehensive piece of legislation to be sent to the president. HMC's Conference Committee uses the workings of a Capitol Hill conference to create a high-intensity debating and legislative experience for its delegates. Run by two experienced chairs from the House and the Senate, the Conference Committee will work to reconcile the differences between similar legislation passed in House and Senate committees, combining the best components of both bills into a single piece of legislation. This legislation, in turn, will be considered by the next Full Session, and, if passed, will be sent to the president.

## **INTERACTION WITH SPECIAL PROGRAMS**

While committees draft and debate legislation, students participating in HMC's Special Programs spring into action behind the scenes. An important aspect of crafting legislation is gathering the necessary information from all different perspectives, especially those representing your constituents and the president. At the conference, we have the Supreme Court, district courts, the Presidential Cabinet, the National Security Council, the West Wing, HMC Media, the Group of Twenty, the National Economic Council, lobbyists, Constitutional Convention, and the Historical Committee. Members of HMC Media and Lobbyists work closely with the congressional committees, reporting and influencing committee deliberations and decisions. Understanding their important roles will further enhance your own understanding of congressional deliberations at HMC.

Members of HMC's Special Programs committees may also write legislation and ask a member of Congress to introduce it into the committee. If a piece of legislation authored by a Special Programs committee is introduced, the committee into which it is introduced is then free to accept, reject, or modify the bill in any way it sees fit.

## *Lobbyists*

In committee, lobbyists will try to persuade you to support legislation favored by the group they represent. During caucus, lobbyists will roam the committee presenting members of Congress with their arguments and suggesting solutions. Lobbyists may use caucus to draw potential supporters to their cause. Lobbyists will also have the opportunity to speak before the entire committee. At a strategic time, lobbyists will need a congressional supporter to make a Motion for Testimony, allowing them to testify on the topic at hand and answer questions from committee members. The lobbyist groups included in this year's conference are the ACLU, Amnesty International, the Cato Institute, the Heritage Foundation, Greenpeace, and the Red Cross.

## ***Group Profiles***

### **ACLU**

The American Civil Liberties Union (ACLU) is a traditionally liberal organization that aims to protect civil liberties guaranteed in the Constitution. They are particularly interested in issues of Free Speech, Religious Freedom, and other liberties protected by the Bill of Rights. They sometimes take conservative positions to protect Constitutional issues, such as providing legal support to the Ku Klux Klan.

### **Amnesty International**

Amnesty International is a worldwide movement for the protection of human rights on both the national and international level. Amnesty was founded on the belief that all people have fundamental rights that go beyond national, cultural, religious, and ideological boundaries. They are opposed to the death penalty and can provide a wealth of both of national and internationally focused testimony.

### **The Cato Institute**

The Cato Institute seeks to represent the libertarian principles of limited government, individual liberty, individual responsibility, and peace. They have generally supported market-based reforms to the nation's health care system and to Social Security, most notably in the form of personal savings accounts. The Cato Institute also challenges the conventional wisdom that welfare can be reformed, arguing instead for the end of a welfare system that they believe has bred dependence while creating a permanent American underclass.

### **The Heritage Foundation**

The Heritage Foundation (composed of over 250,000 members) is a conservative think tank that supports free enterprise, limited government, individual freedom, traditional American values, and a strong national defense. As a conservative organization, the Heritage Foundation believes that the ideals articulated by the Founding Fathers are worth conserving and defending. The fundamental principles of the Foundation are to uphold liberty and faith, defend self-government and patriotism, and promote character, responsibility, and family.

### **Greenpeace**

Greenpeace is an international, member-supported environmental organization that seeks to influence public policy through public education and grassroots political action. Greenpeace upholds a mission to protect the wild places of the earth, to practice and promote the responsible use of the earth's ecosystems and resources, and to educate and enlist everyone to protect and restore the environment.

### **The Red Cross**

The Red Cross is an international non-profit organization that provides service and support to communities in need around the globe. The Red Cross is particularly involved in addressing matters concerning health, natural disaster relief, and refugee support.

### *Party Leaders*

Members of the West Wing Program and the National Party Committees exert party pressure on members of the House and Senate. Party leaders serve as Democratic and Republican leaders, carrying out such partisan duties as establishing party platforms, lobbying for legislation, encouraging party members to vote loyally, drawing attention to party issues, and rallying support in caucuses and full sessions.

### *Presidential Cabinet*

Committees will also periodically hear from members of the Presidential Cabinet. Cabinet members will often ask the committee for a Motion to Testify so that they may remind the committee of presidential policy on the issue currently being debated. Pay special attention to their statements, as they may often give clues as to which issues the president strongly favors and which passed bills might eventually be subject to a presidential veto. The presidents of HMC will give highest consideration to their Cabinet's recommendation, and because passage depends on the president's support, members are advised to heed Cabinet's recommendations. Cabinet members are also available to offer expert testimony on pieces of legislation that pertain to their particular department or specialty.

### *HMC Media*

During the conference, reporters provide the participants of the conference with information about votes, court decisions, national crises, and current events in the form of two daily newspapers and a nightly television program broadcasted to the hotel rooms of all participants. While observing committees, reporters will make notes on the points of agreement and disagreement on an issue, taking special note of congressmen who may not have voted in line with their ideological profile. In the courts, reporters will conduct interviews between sessions and record decisions as they are made. In both committee and the courts, HMC Media camera operators may also tape proceedings. After collecting all the information for the day, reporters will return to the press room to either type their articles or edit their video. HMC Media will also be filming and editing shorter clips during the day, which will be available for public viewing in the hotel throughout the conference. As the media outlets alert the public about congressional activity (and behind-the-scenes stories and scandals), delegates will understand why the press is often referred to as the fourth branch of government.

### *Executive Branch*

The Executive Branch is a group of elite HMC staff members who are jacks-of-all-trades. Executive Branch members may be asked to testify on an issue if Cabinet members are unavailable. Testimony may be requested through the Chair or Vice Chairs. The Executive Branch also operates the Home Office, which keeps an eye on wayward members of Congress. Senators and representatives who do not accurately or faithfully represent their constituency when voting or debating may receive a letter from concerned constituents. Members of Congress are advised to take such letters very seriously, as reelection depends on a satisfied constituency. The citizens in your district or state are watching you — you cannot let them down! In addition, if

constituents notice that their senator or representative is not actively participating in the debate, the voter may decide to pay an office call to remind the congressman that it is important to speak up during committee discussion.

## SAMPLE COMMITTEE SESSION

The following is the transcript of a short segment of a sample committee session. The setting is a hotel conference room, serving as a House committee room, with 65 committee members sitting in a number of rows of chairs (in a Senate committee, there would be 25 student senators sitting around a long table.) The representatives are facing a table at the front of the room. Behind the table and directly facing the committee members is the Harvard Congressional Staff — a Chair and two Vice Chairs. The Chair is standing next to a podium...

**Chair:** (striking the dais with a gavel) Please come to order! (The room quiets.) Welcome back from your lunch break! I hope that it provided an opportunity for more casual discussion. We will resume by taking speakers from the Speakers List. The next member on the list is the Honorable Representative from California. As before, the speaking time will be limited to two minutes.

**Representative Waxman:** (Walking to the front of the room and facing the committee from the podium) Thank you, Madame Chair. Congressmen, as I speak before you today, our nation is in peril! I believe that the War on Drugs must be intensified. . . (Waxman continues speaking for another two minutes) . . . Furthermore,...

**Chair:** I'm sorry, Representative. Your time has expired. (Waxman returns to his seat.)

**Representative Frank:** (raises her placard)

**Chair:** Yes, Representative from Massachusetts, to what point do you rise?

**Representative Frank:** Point of Parliamentary Inquiry. Is it in order at this time to comment on the previous speaker's speech?

**Chair:** No, actually that is not appropriate at this time, Representative. Let me explain. A speaker may only yield his time in some way if he has not already expired his speaking time. If there were time remaining now, the Congressman from California could have ended his speech in one of three ways. The first option is for the speaker to yield remaining time to another speaker. The second option is that the speaker yields to questions from other members of the committee. The time spent asking questions does not count in the total time allotment to the speaker. The third option is to yield the remaining time to the Chair. In that case, motions are in order, and we may continue with the speakers list. But in that case, there is no second speaker, and there are no comments or questions. Just remember that after a yield occurs, no other yields are in order. That is, there is no double yielding. If there are no other questions... (debate continues)

**Representative Kucinich:** (raising his placard) I move to close debate!

**Chair:** That motion is in order at this time. The motion requires two con speakers, and a simple majority to pass. If the motion passes, then we will move immediately to a vote on the bill proposing an increase in funding antinarcotics efforts abroad. Do we have two speakers who oppose closing debate?

**Representative Waxman:** Point of Order! Closure of debate requires a two-thirds majority.

**Chair:** I'm sorry, point well taken. The Chair stands corrected. Closure requires a two-thirds majority! Thank you for calling that Point of Order, Representative. Please raise your placards if you would like to speak against closure. (Several congressmen raise their placards) The representatives from Ohio and California. The representative from Ohio will have 30 seconds.

**Representative Kucinich:** Fellow Congressmen, I implore you not to close debate at this time. There is still much to be said on the topic of American initiative in the War on Drugs... (he finishes and sits down. Representative Buerkle raises her placard).

**Chair:** To what point do you rise, Representative?

**Representative Buerkle:** Point of Parliamentary Inquiry. First, why did the representative from Ohio only have 30 seconds? Second, would it be in order at this time to move for a caucus? Thirdly, may I comment on the representative's speech?

**Chair:** Whew! That's a lot of questions! In this case, keep in mind that we are in the middle of a procedural motion. There are two types of motions: procedural and substantive. Substantive motions deal with the issues. For example, discussion of an amendment would be substantive. The debate involves many speakers who each have two minutes to speak. Comments and yields are in order. Since substantive actions affect the legislation passed by this body, they must be carefully deliberated and approved. Procedural motions deal with the action of the committee—whether to caucus, close debate, recess for lunch, or so on. For these motions, little debate is allowed — at most, two speakers for 30 seconds each. Comments and yields are never in order during a procedural motion.

**Representative Buerkle:** What about a motion to caucus? Doesn't that take precedence over a motion to close debate? (She refers to the order of precedence list in the rules.)

**Chair:** That's true. If there are two motions, one for caucus and one for closure of debate, then we must vote on the caucus first. However, the Chair has already recognized the motion to close debate. We have already heard one speaker. Therefore, we will continue with the motion. If the committee feels it would rather caucus, then it should vote against closure and then move to caucus. Okay, are there any more motions on the floor at this time? (The committee hears the other speaker against closure and votes against closure. Several more speakers are heard.)

**Representative Buerkle:** (raises her placard)

**Chair:** To what point do you rise, Representative?

**Representative Buerkle:** I move to caucus for ten minutes.

**Chair:** That motion is in order at this time. There is no debate on this motion. What type of caucus are you suggesting?

**Representative Buerkle:** An unmoderated, bipartisan caucus.

**Chair:** Very well, all those in favor of caucusing, please say “Aye.” (About half the Members say “Nay”). Well, that voice vote was too close to call by ear. All those in favor, raise your placards. (25 members raise placards) All opposed? (18 placards go up) The motion passes. You have ten minutes to caucus. (Ten minutes later, once the members have returned to their seats..)

**Chair:** All right, the speakers list has expired. Let’s hear from some of the people who I saw writing up amendments during that caucus. Would anyone like to speak?

## SAMPLE BILL

### Foreign Narcotics Control Act

*Be it hereby enacted by the US Senate:*

#### Preamble

The United States Senate resolves to strengthen the forces of the War on Drugs by increasing foreign law enforcement and military assistance and support for American drug interdiction.

#### Content

1. \$200 million in foreign aid shall be given to the nations of Bolivia and Colombia in order to train, equip and support their law enforcement and military forces for the purpose of combating narcotics trafficking.
2. The President of the United States shall be authorized to transfer immediately up to \$50 million worth of excess US military supplies to the militaries of major Latin American drug producing nations.
- 3(a). \$250 million shall be allocated to the Pentagon to support AWACS surveillance planes, E-2 Navy reconnaissance planes and P-3 planes in order to detect drug shipments.  
(b). \$100 million shall be allocated to increase F-15 interceptor capabilities and Coast Guard patrols near US waters.
4. Up to \$200 million in economic aid shall be provided in matching funds to the governments of major Latin American drug producing nations. Funds will be provided to those nations matching their expenditures on internal crop substitution, drug eradication and drug education programs.

#### Definitions

*AWACS* — Airborne Warning and Control System; modified Boeing 707 airplanes outfitted with sophisticated radar equipment.  
*Major Latin American drug producing nations*—Bolivia, Peru, Colombia, Belize, Mexico, Ecuador, Paraguay. For the purposes of this legislation, this list can be expanded subject to review by the Secretary of State.

#### Enforcement

Aid and assistance shall be reviewed quarterly by the General Accounting Office. There shall be a foreign penalty of up to complete cut-off of foreign aid for foreign misappropriation or misuse of funds.

#### Funding

Funding for this bill will be appropriated after passing full session.

## SAMPLE AMENDMENT

### An Amendment to the Foreign Narcotics Control Act

1. Add to clause 1:  
“a. Military aid shall be limited to a maximum of \$100 million total for both countries.”
2. Add to clause 1:  
“b. American military personnel involved in training funded by this legislation shall be banned from direct military engagement with the narcotics traffickers without Congressional approval.”
3. Change clause 3: “\$250 million shall be allocated to the Pentagon...” to read “\$200 million shall be allocated to the Pentagon...”
4. Change clause 4: “Up to \$200 million...” to read “Up to \$250 million...”
5. Add to the Content section a 5th clause:  
“5. Up to \$300 million total in direct economic aid shall be given to major Latin American drug producing nations to help stabilize their economic situation, subject to review by the Secretary of State.”
6. Add to the Content section a 6th clause:

“6. The recipient nations, in order to receive the assistance, shall be required to maintain democratic governments and law enforcement agencies and militaries that do not engage in a consistent pattern of gross violations of internationally recognized human rights.”

7. Add to Enforcement:

“Violations of the democracy and human rights clauses shall be determined by UN reports on the countries involved and annual reviews by the Secretary of State.”

8. Add to Enforcement:

“The penalty for misallocation or misuse of these funds, redirection or support of activities restricted by this legislation, such as military engagement, and misleading regulatory agencies shall be a fine not to exceed \$100,000 and/or a prison term not to exceed 20 years.”

9. Add to Funding:

“Further funds shall be obtained from cuts not to exceed two planes in the B-2 ‘Stealth’ Bomber program.

## CONCLUSION

You have been identified as an intelligent, motivated, and enthusiastic Model Congress participant and chosen to be part of a select group of people with the power to create legislation on the most pressing and crucial issues. You have just read some detailed yet flexible guidelines for preparing for Harvard Model Congress Congressional Program. Now, it is time for you to get to work, read your issue briefings, do your research, and prepare your pre-submitted materials. We look forward to meeting you at HMC 2012!