



# **SAF Proposal Timeline**

TOTAL TIME ALLOWED PER PROPOSAL IS 15 MINUTES. This does not include any motions for extending pro/con debate.

# 1. Opening Remarks by the proposal author (2 min)

- A. Remaining time may be yielded to closing or technical non debatable questions
- B. Friendly amendments need to be presented by the author prior to the opening remarks.

### 2. Non-Debatable Technical Questions and answer

- A. Total time is 2 min plus any time the author yielded from opening
- B. Questions must be fact based not opinions

# 3. Pro/Con Debate 2 rounds limit 1 minute per speaker

- A. Motions may be made to increase the number of pro/con rounds
- B. Motions may be made to extend the speaking time.
- C. Extensions must be made before the final con speaker
- D. Upon recognition, a delegate shall state his/her name and delegation. He/she does not need further permission to address the floor for general statements.
- E. Delegates must seek permission, through the chair, to pose a series of questions to the proposal author(s)
  - Procedure to ask a question follows
    - Delegate states name and delegation, "I would like to ask the author(s) a series of
      questions and reserve my right to speak afterwards? (can be one question/ does not have
      to speak afterwards)
    - Chair asks, "Will the author yield to a series of questions?"
    - Author may refuse
- F. A delegate must reserve his/her right to make a motion or yield time to another delegate and will only be required to state the delegation name yielding to
  - i. "Delegate name/delegation, I reserve the right to yield my time to New Delegates name or delegation."
  - ii. A delegate who accepts yielded time will be allowed to either question the author or address the floor, but not both.
- G. Authors may not speak as individually recognized pro speakers during debate.
- H. If there are no delegates voluntarily seeking the floor during pro/con debate, the State Affairs Forum Chair may appoint a speaker at his/her discretion.

#### 4. Amendments time allowed is 5 minutes

- A. Friendly amendments are amendments proposed by the author.
  - i. These should be submitted to the chair before the opening statement.
  - ii. These may include spelling corrections, additions or deletion of names of authors, inclusion or exclusion of lines, etc.
- B. Amendments must be submitted in writing using the amendment form provided by the conference.
- C. Presiding officers will determine if the amendment is germane (relevant to subject under consideration). If it is not, it may be discarded.
- D. Time for amendments is as follows:
  - i. One (1) minute opening statement by amendment author.
  - ii. One (1) minute con speech
  - iii. One (1) minute pro speech
  - iv. Authors position (30 seconds)
  - V. If the author accepts amendment chair continues to the next amendment.
  - Vi. If author does not accept amendment the State Affairs Forum Chair will call for a vote on amendment. Passage requires majority vote.
- 5. Closing Summations time is 2 minutes plus any time yielded from the opening.