



Memo: 2021 SAF Updates and Reminders

Please note updates to SAF section documents and procedures were made with input from District Directors, Section Leaders, and the State Office.

- State Affairs Chair has updated the SAF topics list for 2021-2022.
- **Evaluation Form**
 - Modified rubric to reflect 1-5 scoring system
 - Defined each scoring category to assist with evaluation
 - Scores need to be circled in each category 1 2 3 4 5 and then totaled.
- **Team Composition:** Students may participate as individual proposal authors or as part of a team with 2-3 members. Max per team is 3
- **Similar Topics:** No two teams per club shall have the same topic; club advisors please review topics prior to students submitting final proposal.
- **Proposal Template:** All students must use the template provided on the website for proposals.
 - Submit the word template electronically through your District link on the website
 - **DO NOT submit google links or PDF's**, only WORD documents will be accepted.
 - Students need to SAVE and SUBMIT proposal with the following file name:
Last Name _ First Name _ School Name _ YG District (e.g. Smith _ John _ Austin H.S. _ Austin)
- **Deadlines:** All proposals shall be SUBMITTED BEFORE YOUR DISTRICT CONFERENCE. (dates vary per District)
 - If proposals are revised after District Conference, all revised High School & Middle School proposals are due to State Office no later than December 20, 2021.
- **Curriculum:** Due to generous support from the Texas Bar Foundation, there is an eight-lesson curriculum available for clubs participating in the SAF section. Advisors can access the H.S. and M.S. curriculum from the State YG website in the [Resource Portal](#)
- Please review the SAF manual which was revised in 2019 to include:
 - Clarification of pro/con intent speaker sign-up procedures (page 5)
 - Incorporation of updated proposal template and evaluation form
 - Revised explanation of topic selection process on page 2
 - Updates to page 2 overview of chair/clerk selection process
 - Updates to script on page 6
 - Updates to number of students expected in each committee type
 - Chair/Clerk FAQs on page 7
 - Sample pro/con and amendment slips to conference supply lists
- **Additional awards:** Chairs/Clerks:
 - The top three chair/clerk teams from District Conference will be eligible to chair/clerk at the State Conference or serve as alternates.
 - One top chair/clerk team will be recognized at State Conference
- **State Conference:** Maximum number of participants in SAF section at State Conference is 200