



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. (see amendment section)
- 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)
 - i. Procedure to ask a question follows
 - i. 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)
 - ii. Chair asks, "Will the author yield to a series of questions?"
 - iii. 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 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