

Bill Sponsors – Jane/John Doe

Date – xx xx, xxxx

ASC Bill/Resolution #



# Title

## 1. Title Page

- Proposal Title
- Your Name and Position
- Date
- Relevant Committee or Body (e.g., Student Senate, Executive Council)

## 2. Executive Summary

- A brief overview of the proposal, including the purpose and major points.
- Should be no more than a few sentences to a paragraph.

## 3. Introduction

- **Background/Problem Statement:** What issue or need does this proposal address?
- **Purpose:** Why are you proposing this initiative or change?
- **Context:** Provide relevant background information or context to better understand the problem (e.g., past attempts to solve the issue, current status).

## 4. Objectives

- Clearly list the goals of your proposal. What do you aim to achieve with this change?

## 5. Plan

- **Description of the Proposal:** Provide a detailed description of your proposed solution, policy, event, or change.
- **Steps for Implementation:** Outline the steps that need to be taken for this to be realized, including timelines and resources needed.
- **Cost and Resource Analysis:** List any financial, human, or material resources required to implement the proposal. If applicable, mention funding sources or partnerships.

## 6. Justification

- **Benefits to Students/University:** Explain how this proposal will positively impact students or the university community.
- **Alignment with University/SGA Goals:** Show how this proposal aligns with the values, mission, or goals of the student government or institution.
- **Evidence, Research, and Support:** Provide data, testimonials, survey results, or research to back up your proposal.
- **Addendum:** We, the Asbury Student Congress, retain the right to further clarify and expound upon this proposal as deemed necessary.

## 7. Challenges

- **Possible Obstacles:** Identify potential roadblocks to implementation (e.g., budget constraints, lack of student support).
- **Mitigation Strategies:** Propose solutions or alternatives to overcome these challenges.

## 8. Conclusion

- Summarize the key points of your proposal.
- Reiterate why this proposal is important and should be adopted.