



# UNDERSTANDING RESOLUTIONS & CBL AMENDMENTS

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One of the most unique and powerful privileges of membership in the AMVETS is participating in the policymaking process. Policies set at the National Convention and NEC Meetings help set the agenda for the organization and provide guidance on legislative priorities, membership issues, and more.

**WHAT IS A RESOLUTION?** A Resolution that passes at National Convention becomes part of our Legislative Agenda for two years.

**WHAT IS A CBL AMENDMENT?** A CBL (Constitution & Bylaws) Amendment that passes at National Convention amends or changes our National Constitution or Bylaws permanently.



## **GUIDELINES FOR RESOLUTIONS & CBL AMENDMENTS:**

1. A thoroughly researched, well-written Resolution or CBL Amendment stands a better chance of passage.
2. Proposed Resolutions/CBL Amendments must first be approved by your Department, or National Committee before being sent to National Headquarters or prior to being introduced on the floor at National Convention.
3. Resolutions & CBL Amendments focus on only one issue or subject and should be and support the programs and mission of AMVETS.
4. Resolutions & CBL amendments have two main parts:
  - a) The *Whereas* clauses include the research or background on the issues which will explain the reason for submitting; and
  - b) The *Resolved* clauses explain the action intended. For CBL Amendments the Resolved clause should specify the Article and Section numbers to be amended. It is preferred for you to show the current language with changes noted in red font color.
5. Each proposed Resolution/CBL Amendment should include:
  - a) A Title/Subject
  - b) Name & contact information for person submitting it
  - c) Name and date of approving Department
6. AMVETS National Headquarters reserves the right to edit Resolutions for clarity and factual information. For conflict of interest purposes, AMVETS National Headquarters will not edit CBL Amendments.
7. All proposed resolutions/CBL amendments should be submitted as a *Word* document to Amy Webb, National Legislative Policy Advisor – [awebb@amvets.org](mailto:awebb@amvets.org).