

District IX Chapter Forum Management Committee

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RESOLUTION WRITING TIPS

Please consider the following tips for writing a more successful resolution. Resolutions should be short and to the point.

Excessive wording should be placed in the background section. The number of WHEREAS should be limited to 3 or 4 and these should be written clearly to define the problem and state that a solution is possible. The content of the WHEREAS is not voted on, so keep the focus on the RESOLVED portion of the resolution.

While most resolutions have only one RESOLVED, a maximum of two is permitted. Keep in mind that the series of WHEREAS and RESOLVED should each be able to fit on a readable PowerPoint slide at ALF. The meaning and purpose of an excessively long resolution may get lost if distributed over too many slides. The RESOLVED must be able to stand alone and clearly define the requested action by the Academy. For the purpose of clarity, the Academy encourages authors to limit the character length of each RESOLVED. The Resolution may not include bullet points within the RESOLVED.

Finally, everyone's ideas and time are appreciated and felt to be valuable. An author may cherish and feel value in every word they have written. At ALF, resolutions may get altered or combined with similar or like topic resolutions. Sponsorship or revisions are not personal.

Lastly, resolutions are voted on at ALF based on their own merit as perceived by the voting members. Additional sponsorships will not influence that vote. Lobbying for a resolution is prohibited. Therefore, please do not worry if you miss the cut-off for District sponsorship consideration.

Please feel free to contact me at pjwhiteman@aap.net if you would like assistance with the process or have any questions.

"I am happy with resolutions that express concern over POLICY or lack of same on important issues."

Stu Cohen, MD, FAAP District IX Chair

