

GREAT LAKES PROVISIONAL ANNUAL CONFERENCE GLOBAL METHODIST CHURCH

This document explains how to submit legislation (Petitions and Resolutions) for consideration at the next Annual Conference Session.

A. Definitions:

1. A **Petition** is a request for the Great Lakes Provisional Annual Conference to take action, make a change, or formally express a position on a particular issue.
2. A **Resolution** is a request for the Great Lakes Provisional Annual Conference to support a proposed change to the Global Methodist Church Transitional Book of Doctrines and Discipline. If the resolution is affirmed, the Conference Secretary will submit the resolution on behalf of the Annual Conference. A resolution may still be submitted to the General Conference by the individual if the Annual Conference does not affirm.

B. Who May Submit Legislation

Any lay member, clergy member, or agency of the Great Lakes Provisional Annual Conference may submit a petition or resolution for consideration by the Great Lakes Provisional Annual Conference.

C. Submissions

1. Petitions must be limited to one issue.
2. Resolutions must conform to any requirements set for the General Conference.
NOTE: The deadline for submissions to Convening Conference is May 23, 2024, which is prior to our 2024 Annual Conference Session. Therefore, any resolutions considered in 2024 will not be forwarded until after the Convening Conference.
3. All submissions become the property of the Great Lakes Provisional Annual Conference.
4. Any incomplete submissions will be returned to the submitter. Deadlines will not be extended for incomplete submissions.

D. Methods of Submission

1. Upload a Word (doc, docx, rtf) document (**preferred method**)
See below for formatting requirements.
Other file formats will not be accepted.
2. Use the online form.
3. Handwritten submissions will not be accepted.

E. Formatting Word Document (doc, docx, rtf) Submissions

1. Incomplete submissions will be returned to the submitter. Submissions must include **all** of the following:

a. General Information

- i. Date of submission
- ii. Indication of submission type: Petition or Resolution

b. Information about the person submitting the petition/resolution

- i. Full Name
- ii. Clergy or Laity?
- iii. Phone number
- iv. Email address
- v. Full Address
- vi. Your Church or Extension Ministry
- vii. Church or Extension Ministry Address
- viii. Signature

c. The Petition or Resolution

- i. Title
- ii. Text of petition/resolution
- iii. Rationale (reason for the petition/resolution)
- iv. Indication of whether or not the petition/resolution has any financial implications to the Great Lakes Provisional Annual Conference, including an explanation of the financial implications if yes
- v. Any committees or groups impacted if the petition/resolution is affirmed

2. Use Garamond font, size 12.

3. Do not use the “Track Changes” feature.

4. If the submission changes an existing document:

- a. Indicate additions by underlining the text.
- b. Indicate deletions using ~~striketrough~~.