

Committee Report Assignment

Bill reported from committee to the floor are accompanied by a committee report that provides expert information about bill's purpose as well as proposed revisions in the form of a committee amendment. Only the committee chair can submit the report (after it has been approved by a majority of committee members). However, the chair can delegate the task of preparing the report to another committee member.

The report should include the following:

1. **Purpose and Summary of the Bill**: This should be short, no more than 2 or 3 sentences.
2. **Background and Need for Legislation** (1 paragraph): You may draw directly from the sponsor's language, along with committee findings from hearings, etc.
3. **Summary of Committee Consideration and Voting**: Here you will very briefly report when the hearing was held, the committee's finding (positive or negative), amendments considered and adopted, and which specific committee members voted for and against reporting the bill.
4. **New Budget Authority or Obligations**: The cost of the bill as amended, and an explanation on whether this consists of new appropriation of federal dollars.
5. **The Bill, as reported (amended) by the Committee**: Basically, Legsim cuts and pastes the actual bill into this section of the report. You may find it easier to cut and paste it yourself. Include the relevant sections from the bill, as amended by committee.
6. **Minority views**: Should there be disagreement in committee on the final bill, and those in the minority wish their views expressed in the report, they should be summarized here.

Be sure to look at the Committee Report example under Instruction on the LegSim website before writing your report