



MANITOBA WILDLIFE FEDERATION

## RESOLUTION/CHANGE TO THE CONSTITUTION TEMPLATE

Please follow the provided format and guidelines when submitting  
a resolution or a change to the MWF constitution.

**RESOLUTION TITLE:** (The title summarizes the topic of your resolution)

**AFFILIATE NAME and CONTACT:** (Affiliate name submitting the resolution along with a contact person's name, phone number and email)

**BACKGROUND:** This section is important, as it presents relevant information and is where you can make the case for your resolution. The background statement applies directly to the purpose of the resolution so be clear and concise. You must justify why you think the membership should adopt this resolution. Include history and information on the issue that you believe is relevant. The background information may often be the first exposure delegates have to the topic, so the more information you can provide the more educated they will be to vote on the issue. NOTE: this section is only for background information, any action you propose must be in a resolving clause (below).

**RESOLUTION:** The Resolution section contains calls to action or policy changes

If you have multiple actions in a resolution, each action must be in separate clauses. Every clause begins with the word "Resolved", and should end with "and be it further" except if it is the final clause. All clauses must be relevant to the overall topic explained in the background.

### For Example:

**Resolved, that....add your resolving clause here.** You may call for a direct action or refer an idea that needs some development by the board, working group etc.; and, be it further

**Resolved, that....you may prepare a second resolving clause if you are requesting a separate action related to the same topic.** There is no limit to the number of resolving clauses, but each distinct proposed action should have its own resolving clause.

**All resolutions or changes to the constitution must be submitted to the  
Manitoba Wildlife Federation by **FEBRUARY 11<sup>th</sup>, 2019** via mail, fax or email:**

Manitoba Wildlife Federation  
406-1200 Sherwin Road  
Winnipeg, MB R3H 0K4  
Email: [kmelnychuk@mwf.mb.ca](mailto:kmelnychuk@mwf.mb.ca)  
Fax: 204-632-5200

**Resolution and Change to the Constitution Template is also available on the MWF website at:**  
[mwf.mb.ca](http://mwf.mb.ca)

# RESOLUTION TEMPLATE

*Please follow the below format when submitting a resolution or a change to the MWF constitution*

**RESOLUTION TITLE:** \_\_\_\_\_

**AFFILIATE NAME :** \_\_\_\_\_

**AFFILIATE CONTACT:** \_\_\_\_\_ **PHONE NO.:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**BACKGROUND:**

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\_\_\_\_\_ ; therefore, be it

**RESOLUTION:**

Resolved, that

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\_\_\_\_\_ ; and, be it further

Resolved, that

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*Please attach additional resolving clauses if needed.*