

March 15, 2019

Dear Wisconsin Annual Conference,

Grace to you and peace from God our Creator and the Lord Jesus Christ.

I write to you on behalf of the Wisconsin Annual Conference Petitions Committee. It is our privilege and responsibility to collect, prepare, and submit your General Conference 2020 petitions to the Wisconsin Annual Conference in June 2019. The Petitions Committee acts as your petitions process advocate. Our goal is to help you communicate, as clearly as possible, the petition(s) you want General Conference to consider. At our Annual Conference in June the petitions will be voted upon, and those with which you concur will be sent to the General Conference Petitions Committee with our conference's support. This letter outlines the submission process and critical due dates for petition submission through the Wisconsin Annual Conference. For information on submitting petitions directly to General Conference 2020, without Wisconsin Annual Conference endorsement or support, go to umc.org and search for "General Conference 2020."

Here are instructions for submitting a petition for review by the Wisconsin Annual Conference Petitions Committee.

All petitions must conform to the guidelines that begin on page 3. These instructions will also be available through wisconsinumc.org. The Petitions Committee will acknowledge receipt of each petition within 48 hours. Petitions that do not follow the guidelines will be returned with notes and/or questions for bringing the petition into alignment with the guidelines. Petitions that conform to the guidelines will be reviewed by the Petitions Committee, which may then contact you with suggestions for further clarifying your petition.

Due Date: All submissions must be received by March 29, 2019. Submissions received after March 29 will not be considered by the Wisconsin Annual Conference Petitions Committee, but you may submit them directly to the General Conference Petitions Committee.

All edited and orderly petitions will be sent to the Wisconsin Annual Conference Secretary for publication in the pre-conference materials. Pre-conference materials, which will be distributed to registered delegates of the 2019 Wisconsin's Annual Conference.

We understand that you are submitting a petition(s) because you care deeply about the future of The United Methodist Church. We appreciate the hard work, faithfulness, and diligence you exhibit in drafting your petitions. Our goal as petitions process advocates is to help you communicate your concerns as clearly as possible. You may address questions to the Petitions Committee at barbara.a.dick@gmail.com or to the committee chair, Barbara Dick (608-658-4447).

Sincerely,



Barbara Dick

Petition Committee Chair

Lay Delegate to Annual Conference, Wellspring United Methodist Church

Lay Delegate to General Conference 2016–2019

**Instructions for Petitions submitted through the Wisconsin Annual Conference for consideration at the 2020
General Conference of The United Methodist Church**

“Any organization, clergy member, or lay member of The United Methodist Church may petition the General Conference . . .” (¶1507, The Book of Discipline)

Format for Petition Submissions

1. All petitions should be submitted by e-mail or in hardcopy by **March 29, 2019**. Handwritten or hand-printed submissions will not be accepted. Late submissions will not be accepted.

2. Petitions must be typed and double-spaced. Microsoft Word or any other software that allows files to be saved as rich-text format (RTF) may be used. Do not use “Track Changes” at any point in the preparation of a petition.

E-mail petitions to: Barbara.a.dick@gmail.com

Mail hard copies of petitions to

Wisconsin Annual Conference Petitions Committee
750 Windsor Street
Sun Prairie, WI 53590

3. The top of the first page of the petition should read as follows:

Total Number of Pages: _____

Suggested Title: _____ (for example: “Establish Quorum”)

Book of Discipline paragraph or *Book of Resolutions* number: _____ (for example: “*Discipline* para. (¶)506”)

General Church Budget Implications: Indicate None or Yes. If yes, provide details in content pages

NOTE: A petition that causes the need of funding (creation of new program, staff position, requirements of support, etc.) through the general church apportionments has “Financial Implications” for the procedural purposes of General Conference. This causes a review by the General Council on Finance and Administration (GCFA) to verify if the funding has already been included under the recommended quadrennial budget or if this requires new funding not currently in the quadrennial budget. A petition that does not cause the need of funding, or that causes the need of funding from some other source (local congregation, district, annual conference, jurisdiction, etc.) than the general church apportionments does not have “Financial Implications.”

Global Implications: Indicate None or Yes (see Frequently Asked Questions for more information)

NOTE: A petition that causes a change to the *Book of Discipline* or the *Book of Resolutions* or otherwise takes some action or position for the denomination has “Global Implications” if it:

- Is a constitutional amendment.
- Has a direct effect on the global work of general agencies.
- Places requirements or expectations on all annual conferences, districts, or churches regardless of whether they are located in Jurisdictions or Central Conferences.
- Speaks to societal concerns regardless of the particular form of secular government.

This indicator will assist legislative committee officers in prioritizing the consideration of petitions by the legislative committee.

4. The bottom of the final page of the petition should include:

Date

Printed Name of the Petitioner

Signature of the Petitioner: (electronic signatures are acceptable)

Identification of the Petitioner: (for example, “Member of _____ Church”; “Secretary of Annual Conference”)

Address: Petitioner’s mailing address

Phone: Petitioner’s daytime phone number

Email Address

“Each petition must be signed by the person submitting it, accompanied by appropriate identification, such as address, local church, or United Methodist board or agency relationship.” Telephone numbers must also be included. “Each petition submitted by electronic mail must identify the individual submitting it, accompanied by identification as above, and must contain a valid digital electronic mail return address by which the submitter can be reached. Electronic signatures will be accepted in accordance with common business practice (§507.3, The Book of Discipline).”

Content of Petition Text

*“Each petition must address **only one** issue if the Discipline is not affected; if the Discipline is affected, each petition must address **only one** paragraph of the Discipline, **except** that, if two or more paragraphs in the Discipline are so closely related that a change in one affects the others, the petition may call for the amendment of those paragraphs also to make them consistent with one another.” (§ 507.2, The Book of Discipline, emphasis added)*

1. State the action desired: for example, “Amend ¶ No. ___”; “Add new sub-paragraph after ¶ ___”; “Delete ¶ ___ and substitute the following . . .”; “Add new paragraph . . .”; etc.”
2. Use single underlines for proposed additions and strikethrough for proposed deletions: (proposed addition; ~~proposed deletion~~)
3. Do not use “Track Changes” at any point in the preparation of a petition. Do not use subscript or superscript, as is commonly used for footnotes and endnotes. Instead of footnotes and endnotes, use in-text citations as illustrated in the quote from the *Book of Discipline* above.
4. Rationale may be any length, but **only the first fifty (50) words** of the rationale will be printed for each petition.

“All petitions submitted to the General Conference, except those submitted by individual members of The United Methodist Church and local church groups, which call for the establishment of new programs or the expansion of existing programs will be invalid unless accompanied by supporting data that address the issue of anticipated financial requirements of the program.” (§507.4, The Book of Discipline)