

Process and Requirements for Submitting a Proposed Debatable Resolution at Episcopal Church in Colorado Diocesan Convention

Purpose:

Guidance for developing a Resolution for consideration at the annual convention of the Episcopal Church in Colorado.

Definitions:

- **Resolution** - A proposed action or decision that is to be considered by a legislative body such as the House of Bishops or the House of Deputies at General Convention, or at a diocesan convention, or at the gathering of another representative legislative body. The legislative vote is taken only on the substance of the resolution, which follows the word "Resolved" in the working of the resolution. Reasons, intentions, and justifications for resolutions may be included in a statement of explanation that follows the resolution. This information provides legislative history for future interpretation, but it is not included in the formal resolution. The procedural rules of each legislative body control which persons and entities are entitled to introduce resolutions and the technical requirements concerning resolutions ([Episcopal Church Glossary of Terms](#)). This 30-minute video explains resolution and legislation process in the Episcopal Church in Colorado: <https://youtu.be/QLsUthCZaW0>
- **Discernment Group** – 12 people from at least three Episcopal Church in Colorado congregations.

Steps and Recommended Timeline

1. Nine months before Annual Convention of the Episcopal Church in Colorado (Convention) begin drafting proposed Resolution. According to *THE CANONS FOR THE GOVERNMENT OF THE EPISCOPAL CHURCH IN THE DIOCESE OF COLORADO; Canon 3, sections 3-5*) it must include:
 - Brief analysis of the proposer's intent
 - Any fiscal impact
 - See example Resolution in Supporting Material section below.
2. Five months before Convention send draft Resolution to the Legislation/Resolution Committee for review and guidance.
3. Four months before Convention recruit 12 members of Discernment Group and send them the draft Resolution for their review.
4. Three months before convention convene a Resolution discussion with the Discernment Group – can be in-person or virtual and recorded for later viewing.

5. Immediately after Resolution Discussion with Discernment Group obtain electronic signatures from Discernment Group members certifying that they have discussed the Resolution and support its consideration by the diocesan convention.
 - DocuSign is recommended for obtaining signatures.
6. Sixty (60) days in advance of Convention send final signed Resolution to Secretary of Diocesan Convention at dioconvention@episcopalcolorado.org.
 - Include list of Discernment Group members along with their email addresses and parish affiliation.
7. One month before Convention select a representative who can introduce the Resolution and answer questions regarding its adoption by Convention attendees.

Supporting Material

- [Link to YouTube video with Resolution Committee Members Larry Hitt and the Rev. Wendy Huber](#)
- [Link to Process and Requirements for Submitting a Proposed Debatable Resolution](#)
- [Request to Consider Proposed Resolution](#)
- [Link to Constitution and Canons For the Government of the Episcopal Church in The Diocese of Colorado \(effective October 4, 2013\)](#)