

# Guide to Writing Motions

Want to make changes around college, recognise a college society, or ask for funding for JCR projects? Any JCR member can submit a motion, to be discussed and voted on in JCR meetings, which are held every other Sunday of term.

*Use the following template to format your motion:*

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## **Motion to ...**

### **The JCR notes that:**

- [Facts relating to your motion]

### **The JCR believes that:**

- [Beliefs relating to your motion]
- 'We should support this cause because ...' • 'Doing this would help students to ...'
- Etc.

### **The JCR resolves to:**

- [Actions you wish the JCR to take]
- 'Give £... from the New Motions budget/Reserves to ...'
- 'Mandate a JCR Officer to do ... or approach college about ...' • 'Recognise the ... Society'
- Etc.

**Proposed by:** *[name]*

**Seconded by:** *[name of another consenting member of the JCR]*

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You may have **as many or as few points** for each section as you need, but two or three is usually sufficient.

**If you are asking to use money from JCR reserves**, you should also demonstrate in your motion how the money will benefit future generations of Somervillians.

More examples of motions can be found in past agendas, uploaded weekly [here](#).

Email your completed motion to the JCR [Secretary](#) by **midnight on the Saturday** before a JCR meeting, so that it can be added to the agenda.