

Bill Proposal Development Questions

What is the need for making this change?

- What is the problem with the current system?
- How many people/entities are impacted by the current situation?
- How are they being impacted?
- Has there been press coverage, research, studies, etc., on the problem?
 - If so, what do they say?
 - If not, why not?
- Are accurate statistics or facts available to quantify the problem?
 - If so:
 - What are the sources of the information?
 - Are these sources reliable?
 - How can the information be verified?
 - What conclusions can be drawn from the statistics?
 - If not, why not?
- What will happen if this problem is not addressed in the short term and the long term?

What efforts are currently underway to address the problem?

- Who is involved?
- What steps have been taken?
- What are the differences between their approach and ours?
- Will these efforts lead to resolution of the problem? If not, why not?
- What are the weaknesses and strengths of these efforts?

Have steps been taken in the past to implement this policy change?

- If not, why not?
 - What are the impediments?
- If so, who was responsible for the earlier effort?
 - Why did it fail?
 - How is it different from what we are proposing?
 - Who were the supporters and opponents?
 - What were its weaknesses and strengths?
- Have similar efforts been undertaken:
 - In other states? What was the outcome?
 - At the local level? What was the outcome?
 - Through private effort? What was the outcome?

Who will be negatively impacted by this policy change?

- How will they be impacted?
- How can this impact be limited or eliminated?

Who are the stakeholders, key contacts, and interested parties?

- What is their interest in this change?

Who is available to provide technical assistance?

Who will be responsible for overseeing implementation of this change?

- At the county level?
- At the local level?
- At the state level? Which agency, department?
- Do they have the capacity for implementation?
 - What additional resources will be needed? Staff? Extra funding?

What will be the costs?

- Are they one-time or ongoing?
- What are possible sources of funding?
 - Bond
 - State
 - Federal
 - Fee
 - Leverage other funds
 - Local
 - Match with other entity - foundation, local, Prop. 10. Identify match source and why it is viable.
- Get cost breakdown
 - Start-up
 - Ongoing

What is the relevant existing law?

- What are the relevant state statutes and specific code sections?
- What are the relevant local ordinances?
- What are the relevant federal statutes?

Prepare first draft of bill language

- What are the different approaches that can be taken?
- What are the strengths and weaknesses of the different approaches?
- How can the weaknesses be overcome?

To which committee(s) will the bill be referred?

- What are the likely politics of this policy change in committee?

Who will be called as witnesses?

- If individuals have not yet been identified, then which entities might provide committee testimony?

Can this change be accomplished by means other than legislation?

- What can we expect will be the Governor's position?
- What has he done in the past in this issue area?

Who are likely supporters and opponents?

- In the district
- Statewide organizations
- Grassroots
- What level of support can we expect from each supporter? Phone calls, letter writing campaigns, meetings with members, etc.
- Who should we ask to support or sponsor?

Considerations for sponsored bill ideas (in addition to above items):

- Is the sponsor having other legislative offices consider the bill?
- Why is this proposal important for the sponsor?
- Would this measure be considered a priority for the sponsor?
- Has the sponsor sought this change in the past?