Requesting a Bill Draft in the Legislator Portal

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MONTANA LEGISLATURE

LEGISLATIVE SERVICES DIVISION

Introductions and Agenda

- Introductions
- General overview
- How to log on
- How to enter drafts
- First fives
- Important deadlines and tips

Prioritize Your First Five

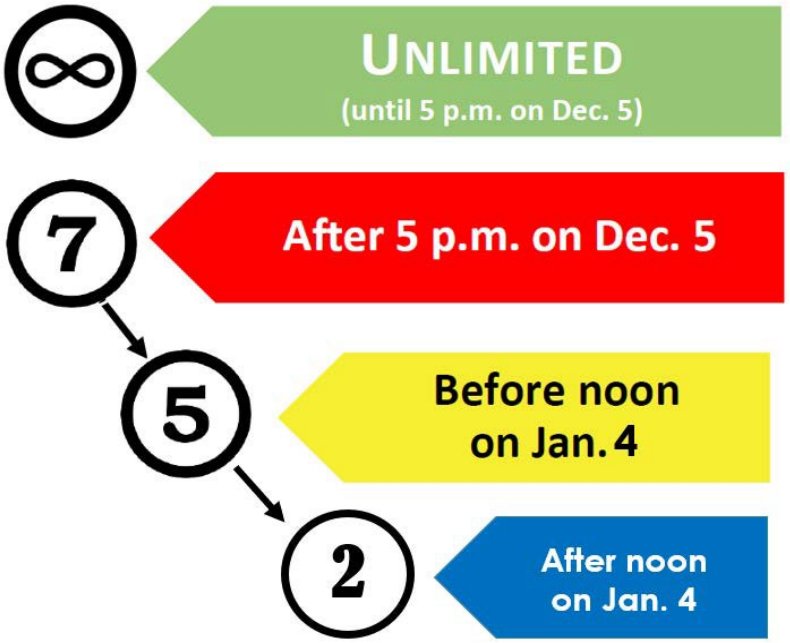
- **Joint Rule 40-40(2):**
  - Staff work on drafts in the order received except that after a member has requested 5 drafts, the 6th and subsequent requests receive a lower drafting priority than other legislators' first five requests
  - Before the 5th legislative day, a legislator may reprioritize two of the top five requests if staff has not already started drafting the top five request

Remember…

- Keep the short title short
- Only capitalize the first word
- Broad titles can be narrowed but narrow titles cannot be expanded
- Include contact information for stakeholders
- Attach any relevant documents
- Put draft on hold if you don’t want to work on it right away
- Contact Todd, Jaret, or Rachel with any questions

How Many Drafts Can I Request?

- Consider your capacity to:
  - Provide sufficient information and respond to drafters' questions
  - Present bills to committees and during second reading



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