

Position Paper Template

Purpose:

- To clearly state a belief
- To offer a brief background
- to educate what NHACD is and does
- to illuminate what is happening in local districts in NH

Position Paper Focus 12 pt

Author/organization
Date
9 pt Helvetica Neue

Title sentence: State controversial belief/concern in one sentence.
Include **bolded** topic words. 13pt

Introduction: Provide well defined controversy in one paragraph 11pt

Body: Inform reader why issue is important. Provide statements and facts to support position.

Bold topic titles.

- Write paragraphs or use bullets
- Actions** provide examples of NHACD methods, projects, successes

Conclusion: Briefly state what you want the reader to contemplate from this paper. One sentence should suffice.

Resources: List 3 annotated sources from which research is stated and/or resources for further understanding. Size 9

A personal note: I wish to thank the NHACD for inviting me to restructure these position papers. As an outsider, whose expertise lies outside the realm of environmental science, I have humbly attempted to understand and restructure your comments for congressional insight. The NACD generally provides one page handouts. Following the template above, I have reorganized your writings to 1 1/2 pages plus resources. This may have required removing delicious sentences and points of interest. In order to assure that these papers convey your message, please consider the following:

- Compare your draft with mine for content.
- Ask if the title sentence on this draft is the focus of your concern.
- Ask if my draft captures what you believe is necessary to convey.
- Ask if my draft omits vital information or adds unnecessary thoughts.

I apologize that I do not understand how to correctly enter resources.

If I can help you further, contact me at poochpal@icloud.com.

Sandy Mann, Center Haverhill, NH