

[Country represented]  
[Committee]

Re: [committee topic]

---

One suggested (but not required) format is for delegates to organize a position paper as follows:

1. Relevance: How does the topic affect your country, neighbors, or region? Why is the topic of concern to your country?
2. History: What steps has your country taken to address this problem? What laws have been passed? Has your government signed and/or ratified any relevant treaties or agreements?
3. Proposed Action: What would your government like to see done at the United Nations with this topic?

Below is a list of guidelines for the position paper delegates must follow:

1. The position paper must be typed, using 10 or 12 point standard font (Times New Roman, Garamond), and should be single-spaced with standard 1" margins.
2. In the upper right corner, delegates must include **only** the following information:
  - a. Country Represented
  - b. Committee

Delegates should **not** include the name of their school on the position paper. It is *optional* for delegates to include their personal name on the position paper.

3. If a committee has two topics, each delegate should write one position paper, not exceeding one page in length, for each topic. If a committee has one topic, each delegate should write one position paper not exceeding two pages in length.
  - a. The topic must be stated on the left, below the country and committee and above the body of the position paper in the following format: "Re: [committee topic]"
4. Position papers must have citations for any information delegates used from outside sources. These citations must be in Chicago format and styled as footnotes. Any paper that is turned in without sources cited will not be considered when deciding committee awards.
5. Position papers are due when the delegates arrive at the conference site for registration. Delegates are encouraged to have a copy of their position paper while in committee.
6. Pictures of any kind are **not** permitted in position papers.

Below is the OWL Purdue guide for Chicago style footnote citations and an example of a Chicago style footnote citation:

[https://owl.purdue.edu/owl/research\\_and\\_citation/chicago\\_manual\\_17th\\_edition/cmoss\\_for\\_mattng\\_and\\_style\\_guide/general\\_format.html](https://owl.purdue.edu/owl/research_and_citation/chicago_manual_17th_edition/cmoss_for_mattng_and_style_guide/general_format.html)

1. Virginia Woolf, "Modern Fiction," in *Selected Essays*, ed. David Bradshaw (Oxford: Oxford University Press, 2008), 11.