

Example Cover Page (optional)

**Written Submission for the Pre-Budget
Consultations in Advance of the Upcoming
Federal Budget**

By: _____

Instructions:

- Adding a cover page to a submission is optional.
- A cover page should include the organization name but should not include the list of recommendations.
- All text on the cover page counts towards the submission's 2,000 word limit.
- The list of recommendations should immediately follow the cover page.

Example List of Recommendations (REQUIRED)

- **Recommendation 1:** That the government implement _____ in relation to _____.
- **Recommendation 2:** That the government provide funding in the amount of \$ _____ for the _____ program.
- **Recommendation 3:** That the government amend the _____ Act in order to _____.
- **Recommendation 4:** etc.

Instructions:

- Page 2 of your document (or page 1, if you did not include a cover page) should **only** contain your recommendations.
- Please provide a succinct list of **all** the recommendations in **point form**.
- **Do not** include any explanation or context for the recommendations, as this should be included later in the body of the submission.
- Submitters may include any number of recommendations.
- This list of recommendations count towards the submission's 2,000 word limit.

Body of Submission

Instructions:

- Submitters may use the format of their choice for the body of the submission.
- The body of the submission should be used to provide any background, explanatory, or contextual information for the recommendations listed above. All text contained in the body of the submission, including but not limited to graphs, quotes, images and footnotes, counts towards the submission's 2,000 word limit.
- The recommendations that you have listed above may be reproduced in the body of the submission; for example, as the headings for their respective explanation or context.