

# Templates

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# Learning Objectives

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**At the end of this module, you will be able to:**

- **Use the policy brief PowerPoint presentation template**
- **Use the policy brief writing template**



# Policy Brief PowerPoint Template

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# Your Presentation

Team Member Names and Positions  
(Date: Optional)

# Introduction

# Primary and Root Causes

# Policy Option 1 [add specifics]

# Policy Option 2 [add specifics]



# Policy Option 3 [add specifics]

# Results Table

- Calculations and feasibility (if possible, feasibility can be on next slide)

# Recommendations

# Actions Required

- Actions needed to implement recommendations

# References

# Policy Brief Writing Template

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# Title

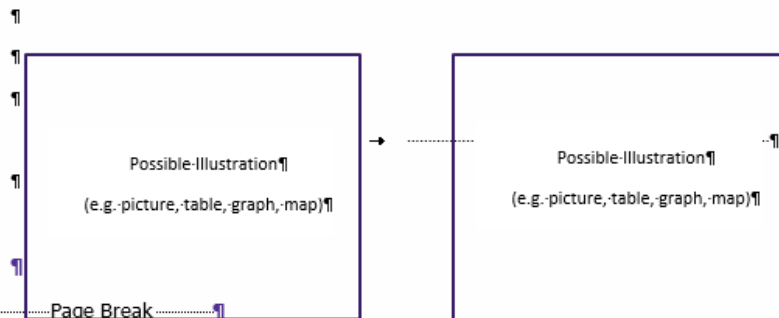
## Key-Messages

In-paragraph-or-bullet-point-form

- Provide summary of important points of the brief
- Highlight the importance of taking action

## Problem-Statement

- Define the problem
  - Clearly identify the policy issue (Problem definition)
- Describe the problem from a local perspective
  - Who is affected? (How many people are affected, severity of impact, etc.)
  - What is it costing?
  - What would be the cost of doing nothing?
  - Summarize data analyses / visualizations describing the problem
  - What are the causes of the problem?
  - What has been done locally to address the problem? (Literature review / available research)
- Describe global, regional, and national burden related to larger public health problem (if relevant)
  - What is the size/relevance of the problem (on a global, regional, and national level)?
  - What has been done on these levels to address the problem? (Literature review / available research)

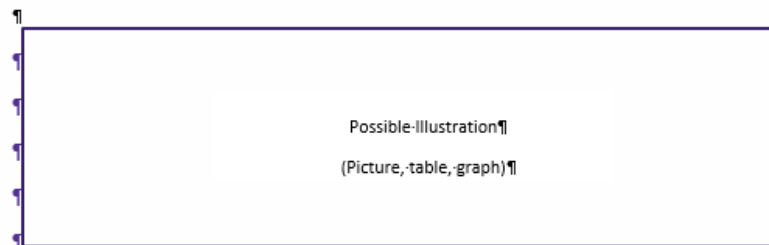


Possible Illustration  
(e.g. picture, table, graph, map)

# Title

## Policy-Options

- Summarize the overall objective of the policy options
- Review the options
  - Describe the interventions
  - Mention why each intervention is being considered
  - The budgetary, economic, and public health impact
    - Number or proportion reached (e.g. number who follow intervention)
    - Number or proportion affected (e.g. lives saved)
    - Budgetary costs (e.g. programmatic implementation costs)
    - Economic costs (e.g. cost to government per life saved)
  - The operational and political feasibility



## Recommendations and next steps

- A sentence or two summarizing the findings of the policy options analysis
- Describe clearly what should happen next to implement the recommended strategy
  - A breakdown of the specific practical steps or measures that need to be implemented
  - Ensure they are relevant, credible and feasible
- A closing paragraph re-emphasizing the importance of the action

## References / Resources

- Reasonable number of resources presented
- Contains high quality, relevant resources
- Presented in a recognized format, such as APA format