

Strategic Policy Proposal Outline

Ministry: _____

Date: _____

1. Executive Summary

Brief overview summarizing the policy issue, proposed strategy, and expected outcomes.

2. Background & Context

1. Policy Issue/Problem Statement

Define the issue or challenge being addressed.

2. Context & Rationale

Provide relevant background, statistics, and why action is needed now.

3. Alignment with National/Ministerial Priorities

Explain how the proposal supports ministry or government strategies.

3. Policy Objectives

- List clear, measurable objectives the policy seeks to achieve.
- Indicate short-, medium-, and long-term goals, if possible.

4. Proposed Policy Options

1. **Option 1:** Brief description.
2. **Option 2:** Brief description.
3. **Recommended Option:** Preferred solution and justification.

5. Implementation Plan

- Key steps and timeline
- Responsible parties/agencies
- Key stakeholders and engagement plan

6. Resource Implications

- Estimated costs and required resources
- Potential funding sources

7. Risks & Mitigation

- Identify key risks and challenges
- Proposed measures to manage or mitigate risks

8. Monitoring & Evaluation

- Metrics for success
- Monitoring and reporting arrangements

9. Annexes (if applicable)

- Supporting data, charts, references, or additional analysis.