

## **Policy Analysis Paper**

### **Step 1 Determine the underlying problem**

Introduce the problem you wish to research and analyze. Whether the issue is universal health care, improved educational achievement or campaign-finance reform, you should identify a specific issue and articulate why it is important. Establish a set of criteria for resolving the problem in question. For example, an increase in the number of people covered by health insurance represents a criterion for resolving the issue of the uninsured. Improved scores on standardized academic assessments and higher graduation rates from high schools would be criteria for improved achievement in education.

### **Step 2 Describe how problem arose**

Place the issue in historical context by describing how the problem arose and outlining previous efforts, if any, to address the problem. To detail the issue and any prior policy responses, you can use a range of sources, including books, articles from scholarly journals, previous policy analyses, government reports, legislative materials and news articles. Summarize the results of prior policy efforts and identify the major stakeholders. These are the individuals and groups likely to affect or be affected by new government policies taken in response to the issue under discussion.

### **Step 3 Determine the objectives and Generate alternatives**

Identify a set of policy options government might take to resolve the issue. Be sure the options involve substantive policy measures aimed at the issue in question. This is a policy analysis, not a manifesto outlining broader social, economic or political changes. Your research on the issue and past policy actions will help you identify policy proposals and create new approaches for addressing the identified problem.

### **Step 4 Predict consequences of each alternative/ Comparison of the policy alternatives**

Compare the policy alternatives outlined in the previous step, applying the specified criteria. This forms the main body of your policy analysis research paper. Discuss how each alternative would meet the criteria for issue resolution identified in your introduction. Depending on the specific issue and the available data, compare policy alternatives with qualitative and quantitative methods of analysis. Quantitative methods are especially effective in weighing the anticipated costs and benefits of a policy proposal. Consider political factors as well; describe how the stakeholders would be affected by the various policy alternatives.

### **Step 5 Choose course of action**

Recommend a policy action, based on your analysis of a set of alternatives. Articulate reasons, supported by facts and evidence, why the policy proposal you have chosen would be the best avenue from addressing the issue in question.

# Sample Policy Analysis Paper

**CO Houle**



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## **Table of Contents Sample Policy Analysis Paper**

1. Understanding the eBook Sample Policy Analysis Paper
  - The Rise of Digital Reading Sample Policy Analysis Paper
  - Advantages of eBooks Over Traditional Books
2. Identifying Sample Policy Analysis Paper
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Sample Policy Analysis Paper
  - User-Friendly Interface
4. Exploring eBook Recommendations from Sample Policy Analysis Paper
  - Personalized Recommendations
  - Sample Policy Analysis Paper User Reviews and Ratings
  - Sample Policy Analysis Paper and Bestseller Lists
5. Accessing Sample Policy Analysis Paper Free and Paid eBooks
  - Sample Policy Analysis Paper Public Domain eBooks
  - Sample Policy Analysis Paper eBook Subscription Services
  - Sample Policy Analysis Paper Budget-Friendly Options
6. Navigating Sample Policy Analysis Paper eBook Formats

- ePub, PDF, MOBI, and More
- Sample Policy Analysis Paper Compatibility with Devices
- Sample Policy Analysis Paper Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Sample Policy Analysis Paper
  - Highlighting and Note-Taking Sample Policy Analysis Paper
  - Interactive Elements Sample Policy Analysis Paper
- 8. Staying Engaged with Sample Policy Analysis Paper
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Sample Policy Analysis Paper
- 9. Balancing eBooks and Physical Books Sample Policy Analysis Paper
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Sample Policy Analysis Paper
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine Sample Policy Analysis Paper
  - Setting Reading Goals Sample Policy Analysis Paper
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Sample Policy Analysis Paper
  - Fact-Checking eBook Content of Sample Policy Analysis Paper
  - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
- 14. Embracing eBook Trends
  - Integration of Multimedia Elements
  - Interactive and Gamified eBooks

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