The SRC may consider utilizing the following template/format when developing policy recommendations:

**Recommendation Title**

* A clear and concise description of the recommendation.

**Issue Statement / Problem Overview**

* What is the issue or need?
* Who is affected (e.g., DOR consumers, staff, providers)?
* Why is this issue important to address?

**Background / Context**

* Provide a brief summary of relevant data, stakeholder input, systemic trends, reports, Comprehensive Statewide Needs Assessment findings, Consumer Satisfaction Survey findings, etc.
* Cite current DOR regulations and/or policies relating to the issue.

**Proposed Policy Recommendation**

* A clear, actionable statement outlining what the SRC recommends.

**Rationale / Justification**

* State why the recommendation should be adopted.
* Explain how the recommendation aligns with the DOR State Plan priorities and goals.
* Describe what benefits or improvements will result from the recommendation (e.g., equity, efficiency, outcomes).