

Background readings and materials for PPHS 614 January 30, 2024

Session: How to prepare briefing notes, analytic assessments, and policy briefs for policy makers and how to co-create research with communities and stakeholders

Andrew Bresnahan

Using briefing notes and analytic assessments to communicate risk and options to decision-makers

Background Reading

David Lonsdale and Maria dos Santos Lonsdale (2019) Handling and communicating intelligence information: a conceptual, historical and information design analysis, *Intelligence and National Security*, 34:5, 703-726, DOI: 10.1080/02684527.2019.1592841

Link to this article: <https://doi.org/10.1080/02684527.2019.1592841>

Tools:

[Briefing note template](#)

[Analytic assessment template](#)

Catherine Hankins

How to co-create research with communities and stakeholders and how to prepare policy briefs for policymakers

Background Reading for Good Participatory Practices

Examining community-engaged and participatory research programs and projects
Frontiers in Public Health 2023 Volume 11

<https://www.frontiersin.org/articles/10.3389/fpubh.2023.1239670/full>

Explore these web pages:

Guidelines for Good Participatory Practice in Research

<https://avac.org/gpp-guidelines-translations-adaptations/>

<https://avac.org/resource/gpp-body-of-evidence/>

Background Reading for how to prepare policy briefs for policymakers

Guidelines for Policy Briefs

1. International Development Research Centre (IDRC) guidance on writing policy briefs

https://www.idrc-crdi.ca/en/funding/resources-idrc-grantees/how-write-policy-brief?gclid=CjwKCAiAzJ0tBhALEiwAtwi8tqaIQWTQLVZupTaGmpohe5pv_QjeTib1Hni6-FsBkMDhQrPwimzxuhoC3IUQAvD_BwE

2. Research to Action. Laura French-Constant. How to plan, write, and communicate an effective Policy Brief. Three Steps to Success <https://www.researchtoaction.org/wp-content/uploads/2014/10/PBWeekLauraFCfinal.pdf>

Example of two policy briefs for discussion of strengths and weaknesses and how you would improve them:

1. Canadian Centre on Substance Use and Addiction. Fostering Equity in Virtual Care for Substance Use: Recommendations for Policy Makers (2023)
<https://www.ccsa.ca/sites/default/files/2023-07/fostering-equity-in-virtual-care-for-substance-use-recommendations-for-policy-makers-en.pdf>
2. Kiage et al: Improving dietary and health data for decision-making in agriculture and nutrition actions in Africa: policy brief (2023)
<https://idl-bnc-idrc.dspacedirect.org/items/4d7dc2ef-3ea0-4ace-8085-9d21e0ae2086>