**Interest-Based Problem Solving** Accelerated Issue Analysis Sheet



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| **Topic Reference #:** | FY1516-ITC-#### | **Date Topic Introduced:** | mm/dd/yyyy |
|  |  | **Council Thumb Date:** | mm/dd/yyyy |

**Issue** (frame as a short exploratory problem-solving/opportunity question):

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**Definitions:**

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| **Stakeholder(S) Affected:** |  |

**Background / History** (short discussion of how the issue came to be a problem):

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**Data Needs (and who will provide it)**

| Need | Responsible for Data Collection |
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**Interests**:

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**Loop out** (to Stakeholders defined on background info, interests, etc.). *See below for logging of loop-outs.*

**BATNA** (best alternative to a negotiated agreement)

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**Options: Brainstorm** (brainstorm a variety of potential options to address interests / criteria and to solve the problem):

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**Loop out** (to Stakeholders defined for additional options). *See below for logging of loop-outs.*

**Options: 1st Cut** (identify most promising options that appear to meet interests):

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**Options: 2nd Cut** (of options that remain; identify options that appear to be budget plausible):

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**Options: 3rd Cut** (of options that remain; identify options that appear to be acceptable to constituents):

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**Solution Evaluated Against Criteria Standards**

***Objective Criteria / Standards:*** (These will be unique to each issue. Examples could be cost, industry standards, accreditation, etc.)



| **Potential Solution(s)** | **Does it Meet Objective Criteria?**  Options: Y, N, ? or N/A | | | | | | | | **Consensus?** | |
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|  | **A** | **B** | **C** | **D** | **E** | **F** | **G** | **H** | **Y/N** | **Comments** |
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**Best Outcome** (accept if better than BATNA; **summary statement of solution options;** if declaring impasse, state IMPASSE and fill out separate impasse form):

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**Rationale for Best Outcome:**

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| **Divisibility** (Y/N): |  | **Rationale:** |  |

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| **Budgetary $ Impact** (+ / -): |  | **Comments:** |  |

**Looping-Out/Communication Plan:**

| **Step** | **Who is Responsible** |
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**When and how will we check on how things are going?**

**When will this issue be revisited?** (specific date): **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**