Final Policy Memo

- After months of vigorous study, a COVID-19 vaccine is finally being made available in your community via Emergency Use Authorization.
- Your policy memo, addressed to your local US Senator/Congressperson, will explain why a certain group should be prioritized and receive the vaccine early.
- Using data, statistics, and persuasive language, advocate for ONE (and only one) of the following groups to be high priority for the vaccine.
- You need not advocate for the group to be first in line, only that they be prioritized.

1. Healthcare Workers/First Responders
2. Critical Risk Workers (e.g., grocery store)
3. Multiple Comorbidities/Mental Health Issues
4. Racial/Ethnic Minority Groups
5. Young adults with school-aged children
6. Teachers/Professors
7. Elderly/Nursing Home Residents
8. Homeless Persons
9. Incarcerated Persons
10. College Students
Final Policy Memo

— Two pages single-spaced, Times New Roman font, 11 point, 0.5 inch (NARROW) margins
  — Please fill the ENTIRE two pages! There is plenty of content to include!
— Name/Date/Class in the header (not in the main text)
— Use footnotes (do NOT need to be formatted but must enable me to access)
  — In-line superscript numbering
  — URLs fine, but can’t just list “Sinha 2020”
— Use full sentences, use data/statistics, be persuasive!
— DUE December 10th at midnight Pacific time!!!!!!! (DM via Slack)
To: US Representative/Senator (Find them here: https://www.usa.gov/elected-officials)
From: Student Name, HSC-335 Fall 2020
Re: Prioritizing ___________________________ in COVID-19 Vaccine Allocation

Background

- Fact/Statistic 1
- Fact/Statistic 2
- Fact/Statistic 3
- Fact/Statistic 4
- Fact/Statistic 5
Policy Memo Formatting

Background

- Fact/Statistic 1
- Fact/Statistic 2
- Fact/Statistic 3
- Fact/Statistic 4
- Fact/Statistic 5

1 URL 1
2 Newspaper 2, date
3 Journal article 3, year
4 Book 4, page number
5 URL 5
Policy Memo Formatting

Impact of Early Vaccination on (Group)
- Impact 1
- Impact 2
- Impact 3

Impact of Early Vaccination on Other Groups, State/Local Community
- Impact 1
- Impact 2
- Impact 3

Harvard-MIT Center for Regulatory Science
Policy Memo Formatting

Congressional Activity

- Law Passed 1\textsuperscript{12}
- Law Passed 2\textsuperscript{13}
- Bill Proposed 3\textsuperscript{14}
- Bill Proposed 4\textsuperscript{15}

Policy Recommendation

- Recommendation 1
- Recommendation 2
- Recommendation 3
- Recommendation 4
Policy Memo Formatting

1. URL 1
2. Newspaper 2, date
3. Journal article 3, year
4. Book 4, page number
5. URL 5
6. Newspaper 6, date
7. Journal article 7, year
8. URL 8
9. Newspaper 9, date
10. Journal article 10, year
11. Book 11, page number
12. URL 12
13. URL 13
14. Journal article 14, year
15. URL 15