

DESCRIPTION AND GUIDELINES FOR CITIZENS LEAGUE POLICY REVIEW GROUPS

Where do Policy Review Group (PRG) assignments come from?

Study topics for a PRG come through the Study Proposal Process or are identified as part of other work that the Citizens League is involved in. Such proposals are reviewed by the Policy Advisory Committee. If a study is proposed on a topic the Citizens League has previously studied, the Policy Advisory Committee may recommend assignment to a PRG.

What does a PRG do?

- Review - the Citizens League's past reports to determine what the past position was/is on the topic in question.
- Assess - current circumstances, new realities, evolving complexity, related to this topic.
- Recommend - next steps for the CL via a written report that compares past position to current circumstances.

A PRG is primarily a group that gathers information and conducts a comparative analysis between past positions and current circumstances. Recommendations that come out of a PRG will be reviewed by the Policy Advisory Committee and the Board of Directors as possible next steps for the Citizens League.

Who makes up a PRG?

Suggested make-up of a PRG includes:

- a sponsoring member from the Board of Directors (to provide perspective on CL history)
- a group chair or co-chairs
- 8 to 10 core members

PRG members should come from the general CL membership. There is not a developed process for how to select members. This is an open opportunity for Citizens League members to engage in policy work.

Who supports a PRG?

As a smaller working group that is looking at existing Citizens League work, PRGs will be self-organized and largely self-supported. That is, those who volunteer to join a PRG for a given topic will work out among themselves who will serve as chair/organizer and define other roles as needed. They will also develop their own schedule and coordinate meeting space if needed. (Citizens League will offer space when available; group may choose to meet elsewhere). All Citizens League reports are in the process of getting scanned, so that they will all be available electronically in searchable pdfs. The Citizens League will provide a menu of electronic options to assist in the work in lieu of meetings.

What are the operating principles of a PRG?

- All work must be in alignment with the CL mission and operating principles.
- Members should be transparent about their self-interest and make an honest attempt to connect their self-interest with the common good.
- Members may often have pre-existing points of view, but must agree to suspend judgment and ask open-ended questions in pursuit of the best policy choices.
- Membership must seek to balance perspectives in the group.
- PRGs are free to devise their own methods of accomplishing their work.
- Opportunities to build citizen capacity in policy development should be emphasized in the results.

What are PRG Deliverables?

We did not provide overly prescriptive requirements for how a PRG will accomplish its work because we want to allow flexibility. However, some basic actions a PRG might take include:

- thorough review of previous CL reports found in the archives (soon to be fully electronic),
- other research as deemed appropriate to further ground the team in facts about the topic and/or about current circumstances,
- interviews with experts in the field and/or with ordinary citizens impacted by the issue - to understand current perceptions/experiences, and
- group dialogue to agree on analysis, conclusions and final statement.