

GUIDELINES FOR POLICY BRIEFS

Introduction to the Platform

[G20 Insights.org](http://G20-Insights.org) provides policy recommendations, visions and analysis from the T20 to support G20 policy making, and to inform the global public on policy options for the G20 to address global challenges. These policy options are associated with existing agreements and policies.

[G20 Insights.org](http://G20-Insights.org) seeks to support policy coherence by (1) collecting the policy recommendations made by the Think 20 Dialogue for each G20 Presidency, (2) providing access to research underlying these recommendations, and (3) monitoring the implementation of recommendations.

[G20 Insights.org](http://G20-Insights.org) complements the [G20 Information Centre](#) by the Munk School of Global Affairs (University of Toronto), the leading source of information on official G20 documents.

Organization of the Platform: Policy Areas and Policy Briefs

G20-Insights.org serves a source of knowledge for the respective G20 presidencies, and as a repository for the past and current work of the T20. Hence, G20-Insights.org is organized around policy areas advanced by current or past G20 Presidencies. Currently the predefined policy areas are:

- Trade, Investment and Growth
- Climate Change and the Environment
- Infrastructure Investment and Financing
- Social Cohesion and the State
- The Future of Multilateralism and Global Governance
- Economy, Employment and Education
- G20 Support for SDGs and Development Cooperation
- International Financial Architecture
- Migration and Young Societies
- Sustainable Energy, Water and Food Systems

These areas are subject to change. If necessary, new policy areas may be established in the future.

Policy Briefs are the core of the G20 Insights platform. Each Policy Brief is allocated to one of the policy areas. They are meant to represent alternative policy options for G20 decision makers.

Each Policy Brief must be written in English and may not exceed 3,000 words. Two basic types of Policy Briefs are distinguished:

- a) **Recommendations** are significant, implementable policy proposals for specified G20 decision makers. Each recommendation contains a short summary of the policy proposal, a statement of the underlying policy challenge, and a profoundly argued policy recommendation (analysis and rationale). Furthermore, recommendations will typically be embedded in a current policy framework by linking to relevant G20 initiatives (e.g. agreements, policies, and monitoring reports) as well as background analysis. This comprehensive overview will support sound G20 analysis and policies.
- b) **Visions** explain an approach to policy making and communicate it to the public.

The Required Structure of Policy Briefs

Each Policy Brief should use the following structure:

- (1) Policy Area → e.g. “Climate Change and the Environment”, “International Financial Architecture”
- (2) Authors and Affiliation: Please name one affiliation per author only.
- (3) Headline/Title of the Policy Brief (up to 130 characters)
- (4) Abstract (up to 100 words): A summary of your challenge and proposal. Please outline the key findings of your proposal.
- (5) Challenge (200-500 words): A summary of the problem that your proposal is meant to address.
- (6) Proposal (1000-2500 words): A summary of your policy proposal, containing a rationale and suggestions on means to implement the proposal. You can add charts or pictures to your proposal (JPG or PNG, max. 5 MB per chart or picture). It is also possible to use sub-headlines and enumerations (numbered or unnumbered) to structure your proposal.
- (7) References: A list of your proposal’s references. In case you hyperlink to an external page or to a PDF please ensure that you do not infringe upon any existing or future intellectual property rights.

It is important to relate your policy recommendations to existing policies. For this purpose, fill out the section on “Existing Initiatives and Analysis”, which includes the following:

- (8) Implementation Overview: This is an abstract of the most important implementations, no more than 100 words. If necessary, you can add 2 to 5 hyperlinks.
- (9) Existing Agreements: Provide a list of policy agreements (e. g. G20 communiqués) related to the proposal. For each reference, include the following:
 - a) The name of the agreement (up to 140 characters)
 - b) Optional: A brief comment on the reference/agreement (up to 300 characters)
 - c) A link to an external page or to a PDF, with optional accompanying title. Please ensure that you do not infringe upon any existing or future intellectual property rights.
- (10) Existing Policies and Monitoring: Please provide implementations and monitoring of implemented measures related to the proposal. For each reference, include the following:

- a) Name of Policy (up to 140 characters)
 - b) Optional: A brief comment on the link or PDF (up to 300 characters)
 - c) A link to an external page or to a PDF, with optional accompanying title. Please ensure that you do not infringe upon any existing or future intellectual property rights.
- (11) Analysis and Data:** Research analyses of the problem at which the proposal is directed, along with relevant data. Here you can also hyperlink to further research papers related to your Policy Brief.
- For each reference, include the following:
- a) Name of Policy (up to 140 characters)
 - b) Optional: A brief comment on the link or PDF (up to 300 characters)
 - c) A link to an external page or to a PDF, with optional accompanying title. Please ensure that you do not infringe upon any existing or future intellectual property rights.

Further Reference: Manual

A manual on logging -in, uploading a Policy Brief, editing profiles of contributing institutions and authors are available [here](#). In case you have further questions, please contact us: contact@g20-insights.org.