



Focus Area	Sources of Information	Themes	Reference to supporting information	Recommendations	Equity Considerations
A					
B					
C					
D					
E					
F					
G					
H					

Area of the table where we want feedback from TF members

Sources of information would include key lessons learned or gaps identified from State Agency AARs, Task Force Meetings, Focus Area Discussions, Equity Gatherings, other related group processes...

A set of categories that we've developed by reviewing the overall body of comments and AAR elements (ideally consistent across the focus areas, though some may or may not apply)

Generally high-level/high impact recommendations...  
Operationally specific recommendations could be included if confirmed by accountable parties

# Organization of the report

Introduction and framing

Topics by focus areas

- Theme

- “Quotation from our community partners to give voice to the topic”
  - Present aggregate description/data associated with the theme
    - Recommendation around that theme.

Other key learnings or advice for moving forward (e.g. States working with feds on funding approaches...)

Conclusion

Appendices and Reference Material