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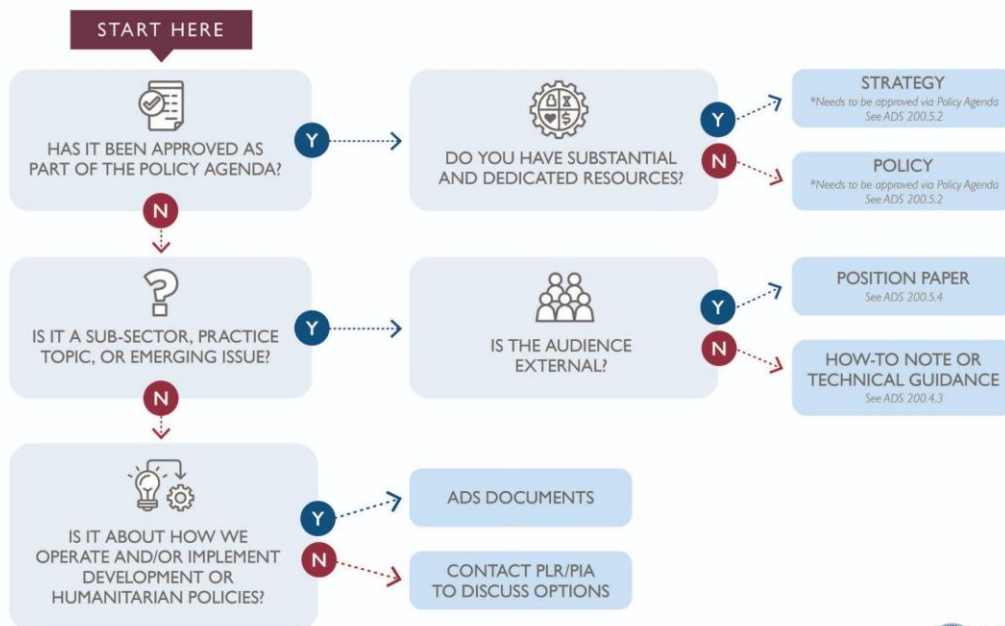
Policy Document Type Selection

An Additional Help for ADS Chapter 200

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USAID development and humanitarian policy documents include: the Agency Policy Framework, Policies, Strategies, and Position Papers. Non-policy documents include multiple forms of technical guidance, including but not limited to help notes, technical guidance, and toolkits. Drafters should select the type of document based on what the drafting team is trying to achieve, the audience they are trying to reach, and the means of implementation.

ADS 200: SELECTING THE BEST TYPE OF POLICY DOCUMENT DECISION TREE



11/20/2023



- A development and humanitarian **policy** is appropriate for an issue or development practice area that will be implemented largely by being integrated into projects and activities across a range of country contexts and/or sectors. The audience for policies is both internal, including USAID Missions and Bureaus/Independent Offices (B/IOs), and external, including implementing partners, the interagency, local organizations, donors, host governments, the private sector, and other development partners. Policies require an internal implementation plan to be developed within 90 days of approval of the policy. Policies are intended to be Agency-wide guidance related to a cross-cutting issue.
- A development and humanitarian **strategy** should be developed for sectors and program areas with substantial and dedicated resources. Strategies identify objectives and targets that will be achieved with those resources over a specific period of time. The audience for strategies is both internal and external, such as

with policies. Strategies require an implementation plan to be developed within 90 days of approval of the strategy.

- A development and humanitarian **position paper** is used to communicate the Agency's position on a development or humanitarian sub-sector, practice topic, or an emerging issue. The audience for position papers is internal and external, including Agency staff, the interagency, donors, host governments, implementing partners, and other development partners. In limited circumstances, position papers may be Sensitive But Unclassified (SBU) and not released publicly. Position papers may be paired with technical guidance or help notes for internal audiences to support implementation, but do not have requirements or implementation plans.

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