

# Letter of Analysis on Public Policy Changes

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

Dear [Recipient Name],

Subject: Analysis of Impacts of Recent Public Policy Changes

We, at [NGO Name], have conducted an in-depth analysis of the recent changes in public policy regarding [specific policy area or issue]. Our objective is to evaluate the potential impacts these changes may have on the communities we serve and the overall societal framework.

## Summary of Findings

- **Positive Impacts:** [Briefly describe positive impacts]
- **Negative Impacts:** [Briefly describe negative impacts]
- **Recommendations:** [Provide key recommendations]

It is crucial to consider these impacts as they can directly affect [mention specific groups or issues]. We urge you to consider our findings and work collaboratively towards mitigating the adverse effects while enhancing the positive outcomes.

We appreciate your attention to this pressing matter and look forward to your response.

Sincerely,

[Your Name]

[Your Title]

[NGO Name]

[NGO Address]

[Contact Information]