1. *What observed fact-based issue is the recommendation intending to solve? What is the "problem statement"?*
1. *What are the findings that support the recommendation?*
2. *How significant would the impact be if not addressed:*
   a. *Very significant*
   b. *Moderately significant*
   c. *Impacted areas (for example, security, transparency, legitimacy, efficiency, diversity, etc.)*
3. *What is the intent of the recommendation?*
4. *What outcome is the Review Team seeking? How will the effectiveness of implemented improvements be measured? What is the target for a successful implementation?*
5. *Does the Review Team envision the implementation to be:*
   a. *Short-term: implemented within 6 months*
   b. *Mid-term: implemented within 12 months*
   c. *Longer-term: implemented in more than 12 months*
6. *Is the recommendation aligned with ICANN's strategic plan and ICANN mission? If yes, how?*
7. *Does this recommendation require new policies to be adopted? If yes, what stakeholders need to be engaged in the policy development process to support successful implementation of this recommendation?*
8. *Is related work already underway? If so, what is it and who is carrying it out?*
9. *Who are the (responsible) parties that need to be involved in the implementation work for this recommendation?*
   a. *Community*
   b. *Staff*
   c. *Board*
   d. *Combination of the above*
10. *If only 5 recommendations can be implemented due to community bandwidth and other resource constraints, would this recommendation be one of the top 5? Why or why not?*