**Purpose**
- What problem is the proposal trying to solve?
- What is the goal of the proposal?
- Does the proposal address the problem?

**Analyze**
- Strengths/weaknesses?
- Who benefits/is negatively impacted?
- Loopholes?
- Ambiguous language?
- Unintended consequences?
- Create conflicting laws?

**Fiscal**
- Develop impact statement.
- What type of staff resources?
- How much staff will be needed?
- Will proposal impact current work?
- Allows for authority to collect fees and a funding mechanism?
- Compare any numbers with previous fiscal analysis provided for consistency?
- Any new or costly equipment, supplies, or resources needed above normal costs?

**Tips**
- Examine language for intent: shall/may, and/or, including/such as, subject to, etc.
- Create new mark up of statute to visualize the effective language.
- Significance of the numbers used in the proposal?
- Look at proposal as an opportunity.