**{*title*}**

**A White Paper**

**{*date*}**

**{*office name*}**

**{*agency name*}**

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# Introduction / Background

{*brief introduction including relevant background*}

# Abstract / Business Case

{*high-level overview of the content of the paper*}

# Problem Statement / Introduction

{*problem statement or a general introduction to subject of the paper*}

# Proposed Solution(s)

## Introduction of Solution

{*introduction of the proposed solution*}

## Application of Solution

{*description of how the solution solves the problem*}

# Future Direction / Long-Term Focus

{*thoughts regarding the overall future direction of the problem and solution*}

# Results / Conclusion

{*recommendation of one solution over another*}

# 

# Appendices

## Appendix A – Scenarios

{*operational scenarios referenced in the problem statement*}

## Appendix B – Options

{*list of enhancements referenced in the proposed solution*}

## Appendix C – Authors

{*list of the primary author(s) and contributors*}

## Appendix D – References

{*bibliography of resources and references*}