**[PROGRAM]**

**PORTFOLIO REVIEW DEBRIEF**

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| **Topic / Date / Location** |
| **Title.**  **Date. Location.** |
| **Debrief Participants** |
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| 1. **What were the major themes and questions raised? What were the outcomes of those discussions?** |
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| 1. **What insights emerged that were new or surprising?** |
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| 1. **Which of your questions/issues were not addressed?** |
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| 1. **What needs follow up? When, how, and with whom will follow up happen?** |
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| 1. **What potential or necessary adjustments to strategy have you identified as a result of the review?** |
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| 1. **Are there any reflections about the process (and Dan/Daphne’s support to it) that you would like to share or keep in mind when preparing for the next review?** |
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**Draft outcomes statement: In just two or three sentences, please state *the single most significant insight that arose over the course of the review and any action or adjustment you expect to make in response*, either immediately or as part of your next strategy submission.**