Project Proposal Deadlines:
Fall 2015: August 3, 2015
Spring 2016: December 1, 2015
The Public Policy Major
UNC Public Policy is an interdisciplinary social science major designed to provide students with the theoretical perspective, analytical skill, and substantive knowledge needed to respond to major domestic and global policy problems. The core curriculum includes exposure to multiple disciplinary fields, including philosophy, economics, political science, and policy analysis. Students develop skills in conducting policy research with quantitative and qualitative methods, analyzing policy alternatives, and writing for diverse audiences. Many students also gain specialized knowledge about a particular policy area by pursuing a field concentration such as Health Policy, Education Policy, or the Environment and Sustainability.

The Capstone Program
The Capstone program is the culminating experience of the Public Policy undergraduate major. The program offers senior public policy majors the opportunity to integrate and apply their academic knowledge and skills in a real-world policy environment. Student teams take on consulting projects from government agencies or non-profit organizations that seek policy research or analysis. Students meet with clients, develop work plans, research the policy issues, collect relevant data, identify and analyze options, and produce a final professional-level report that includes specific recommendations for action.

What can my organization expect from the teaching team and the students?
UNC Public Policy facilitates access to experts in the field and provides instructional staff who intensively mentor student teams and help ensure a high-quality final product. Each project is assigned to a team of 3-4 students for a semester, with the expectation that each student works approximately 8-10 hours per week for 15 weeks (see timeline below). While students will seek to understand your organization’s unique needs and perspective, they are also encouraged to approach the project from alternative points of view in order to consider the broadest public interest.

What kinds of projects is the Public Policy Capstone Program looking for?
We work with non-profit or public-sector organizations on projects that meet the following criteria:

- Most importantly, the project addresses a policy question in the public interest.
- The project can be completed by a student team in the course of a semester, including interrelated deliverables that serve an overall project goal. If you anticipate that the project cannot be completed in a semester, please contact the Director to discuss how the project could be broken into multiple simultaneous or sequential components.

Questions? Contact Anna Krome-Lukens, Director of Experiential Education, at annakl@unc.edu or 919-962-4854
• The project requires students to use and further develop their research and analysis skills to learn about some policy topic or question, then propose and evaluate alternative courses of action.
• Projects can be in any geographic location, as long as clients are able to meet virtually.

Examples of recent projects

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<tr>
<th>Project Description</th>
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<td>North Carolina Sustainable Energy Association: students identified policy issues likely to arise for North Carolina counties and cities seeking to adopt and implement a template ordinance for solar installations.</td>
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<tr>
<td>Beaufort County, NC: students identified local assets and best practice examples in support of a regional river-based ecotourism initiative for Beaufort County and its adjacent jurisdictions.</td>
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<tr>
<td>Carrboro, NC (Creative Carrboro Steering Committee): students identified Carrboro’s creative assets, solicited and reviewed community input, and provided a report to the Steering Committee on strategies for arts-based economic development.</td>
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What are my responsibilities as a client?

Your expertise and guidance are vital to the success of this project. While we make every attempt to respect your limited time and resources, we ask you to engage productively with a team of students over the course of several months. As the liaison from your organization, you are expected to:

• Provide an initial description of your projected needs and work with the teaching team to refine the scope of work before the semester begins.
• Provide access to organizational information or resources necessary for the students’ success.
• Meet (in person or virtually) with the students three times: at the beginning of the semester, at least once during the semester, and at the end of the semester, when the students will make a presentation about their work and recommendations.
• Maintain regular communication with the instructor and student team and provide written or oral feedback on a small number (2-4) of intermediate deliverables leading up to the final report.
• Be open to students’ ideas and suggestions.
• At the end of the semester, complete a short evaluation of the team’s work and your experience with the Capstone program.

Questions? Contact Anna Krome-Lukens, Director of Experiential Education, at annkl@unc.edu or 919-962-4854
**How do I propose a project?**
Submit the following information to Dr. Anna Krome-Lukens, Director of Experiential Education, at annakl@unc.edu by the deadlines listed below. If you would like to submit multiple projects, please list them separately. Please feel free to email or call the Director to discuss the specifics of your project or if you have any other questions.

- Organization name; brief description of the goals and functions of your organization (1 paragraph)
- Name, title, and contact information (mailing address, phone number, and email) of primary contact AND any secondary contacts who will work with students.
- Potential title for your project
- Intended semester for your project
- Brief description of the project/issue AND what you intend to do with the students’ final product or recommendations (1-2 paragraphs)
- Links to any resources critical for understanding your project or organization
- Any other relevant information or comments

**When will I know if the Capstone program will take on my project?**
Because we try to balance the needs and interests of our student teams with available projects, we cannot promise an immediate answer. You will be notified by August 21 whether your project will be assigned to a team for Fall 2015. If we are not able to take on your project now, we will be happy to consider it for a future semester.

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<th>Timeline for Capstone Program</th>
<th>Fall 2015</th>
<th>Spring 2016</th>
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<tr>
<td>UNC semester begins</td>
<td>Aug. 18, 2015</td>
<td>Jan. 11, 2016</td>
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<tr>
<td>Students conduct research and analysis</td>
<td>Sept.-Nov. 2015</td>
<td>Feb.-Apr. 2016</td>
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<td>Capstone Poster Session (clients invited)</td>
<td>Nov. 23, 2015 (tentative)</td>
<td>Week of Apr. 18, 2016</td>
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<td>Final team presentations and final reports submitted</td>
<td>Nov. 30-Dec. 10, 2015</td>
<td>Apr. 25-May 6, 2016</td>
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Thank you for your interest in the Capstone program. We are grateful for your willingness to engage our students in the important work you do.

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