

PSCI 3361 Policy Analysis Memo Project f15

This assignment will have you engage in service learning during the course of the semester. Service learning is “a course-based, credit-bearing educational experience in which students (a) participate in an organized service activity that meets identified community needs and (b) reflect on service activity as a means of gaining a deeper understanding of course content, a broader appreciation of the discipline, and an enhanced sense of civic responsibility.”¹

For the service component of service learning, the assignment will involve working on a project within the local community with a service partner. I have arranged projects with community partners.

The learning component will consist of a **policy analysis memo** based on your service project. Each student will be developing a policy memo on a local policy problem written to a specific client. A provisional report will be turned in before a final memo and oral presentation. See Bardach p. 76-77 *Using a Memo Format* and p.125-139 *Appendix A*. The page length of this paper will vary greatly with the type of research that needs to be addressed; however a good guide is around 12 to 15 pages. Additionally, the policy memos will need a **bibliography** of works cited.

Provisional Report Problem Definition, Policy Objectives and Options (8-10 pages)
Due: Tuesday, November 5th

This report should begin with definition of the problem. It should include a list of questions you will need to research to address this problem. You will need to summarize the important background information necessary to understand the current public policy problem. The report should provide an appropriate political context that will allow your client to assess the nature and severity of the problem. Additionally, the report should be based on constructing alternatives, selecting criteria, and projecting outcomes. A draft of an outcome matrix should be included with this report.

Final Policy Analysis Memo (12-15 pages)
Due: Tuesday, December 8th 11am

The final memo will be a complete policy analysis report of your public policy issue. It should incorporate a new version of the problem definition and policy objectives report. The final version will include a full assessment and prediction of how each policy option might fare against the criteria. The main part of your analysis is confronting the trade-offs and deciding on a policy option.

Oral presentation
Due: Week 15 (12/1 and 12/3).

You should briefly summarize the problem, objectives, options, and the results of your analysis. Each presentation will be strictly limited to 10 minutes. Because of the limited time, you will need to plan your presentation to stay within the time limit.

¹ See Campus Compact, <http://www.compact.org/about/>

PSCI 3361 PAM Research Topics f15

Faulkner County Juvenile Court

Contact – Faye Shepherd, Chief of Staff faye.shepherd@faulknercounty.org

510 S. German Lane, Conway 72034 Phone: 501-328-5922

1. Report on reducing recidivism and successful programs for juveniles.
2. Report on reducing substance abuse and successful programs for juveniles.
3. Report on successful gender-based programs.
4. Report on alternatives to secure confinement.

United Way of Central Arkansas

Contact—Maret Cahill Wicks, Executive Director m.cahill@uwcark.org

1120 Oak Street, Conway 72034 Phone: 501-327-5087

1. Report of charitable giving. Focus on increasing or identifying young professional contributors.
2. Report examining impact of home meals for the elderly programs.
3. Report examining impact of homeless shelters on a community.