COLLEGE OF SOCIAL AND BEHAVIORAL SCIENCES
School of Government and Public Policy

Capstone Guidelines & Coordinator Contact Information

Coordinator: Mike Letcher, MPA
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The SGPP MPA Capstone Project is required in order to allow students the opportunity to practice their public administration skills while still enrolled, and under the guidance of, SGPP faculty. It is intended to challenge students in areas of current public policy, program evaluation, political influences, fiscal management, programming collaboration and management.

General Requirements

1. Capstone course is conducted in the **SPRING** semester only and students should expect to spend significant time on the project.
2. Any **6 of the 8 core courses** should be completed satisfactorily prior to Capstone Course enrollment.
3. Students must declare their intended date of graduation upon completion of their second semester and prior to enrollment in the Capstone Course.
4. Students work in teams and are assigned to a regional agency, either **Non-Profit**, **Local Government or Tribal**. Specific areas of concentration *may* be investigated within these two public policy arenas.
5. Students work in assigned teams. Capstone Projects are predetermined by the Community Advisory Board, Mike Letcher and Faculty in coordination with the local agency.
6. Based on the agency requirements, original research may be required (i.e. surveys, focus groups, interviews, case studies, document review, etc.), but extensive analysis of current research may suffice. Student should rely on their assigned agency for specific information and guidelines.
7. The Capstone Project concludes with a presentation, to include visual/technological data graphics (i.e. infographics) and a written project submission to Mike Letcher by the specified date.
8. Capstone projects are graded as a **PASS/FAIL** only based on the grading rubric.