PS 312 – Introduction to Public Administration
Spring 2020
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Implementation Plan
This semester you will create an implementation plan for a program to address a public problem. As we explore different facets of public administration, this plan will serve as a way to apply your increased understanding of public administration while learning from each other about different ways to look at public problems that are interesting to you.

Some components will use specific formats to help you practice different ways to convey information in a public organization.

This project is about using the material we have used in class to apply to your public problem. For each part of the project, you will explain that area in a way that relates to that topic area. This creative project complements our three in class reflections as a way to think about public administration in a creative way hopefully related to an issue you care about.

The implementation plan project is organized into seven parts that are due periodically. To that end, some parts of the plan are purposefully short. In government, an analyst or project manager will often have to very briefly explain why a problem is worth solving to share. Maximizing the use of small space (as well as limiting how much time you will be working) are important.

Consider the following when crafting your responses
- Does this answer the question in the prompt?
- Does this rely on any supporting sources?
- Are their concepts from the readings or class that could support this?

Each part will be due on Moodle in a word document. When appropriate, I will print them.

Please use normal margins and 12pt font, single-spaced.

The whole package will be finally due on exam day. There is no need to worry about the look of this implementation plan for this class, but you may want to add a title page when submitting at the end.

I will be grading these as I receive them.

If 7/9 parts are completed on the date appropriate for class, I will add 5 points to your final grade for this assignment. I reserve the right to follow up with you if I haven't received a part when it is initially due.

Public Problems
Part 1 - 1/21/2020
Problem Definition (Memo – 2 pages Max)
You will write a brief memo describing a public problem that you believe can be solved by government action. We will discuss different types of problems that a government solves in class and you will pick one from the group that we select.

Part 2 - 1/28/2020
Stakeholders (2 page max)
- Who needs to be involved in the implementation of this program?
- Should members of the public be involved?
- What efforts might you use to engage the stakeholders?

Part 3 - 2/18/2020
Ethical Implications (3 pages max)
- Does this problem reside in an area where there is a professional code for ethical behavior?
- What types of values might be needed for this project?
- What types of concerns about ethical behavior might you be interested in?

Organizational Configuration
Part 4 - 3/5/2020 ← this is going to need a rewrite
Machinery (4 pages Max)
- How will it be addressed by a public or nonprofit organization?
- Is it something that would be addressed in house or through a third organization?
- What type of organization is that?

Instruments of Public Administration
Part 5 - 3/24/2020 ← this is going to need a rewrite
Humans (2 pages max)
- What staff might be needed to accomplish this problem?
- What are their roles?
- What culture would you want to solve this problem? Why?

Part 6 - 4/2/2020
Budget (1 page)
- What budget type would you use for your program?

Part 7 - 4/7/2020 * required to be completed by this date or 0 *
Week 13 – Due 4/14/2020
Presentations – laying out the plan
- Max of 5 slides

- ● Max 10 Minute presentation

Part 8 - 4/16/2020
Collaboration (3 pages max)
- ● How might you collaborate with other programs in your topic area?
- ● How might you collaborate with other programs in your organization?
- ● How might you collaborate with other programs in other organizations?
- ● How does my solution relate to others in the class?

Part 9 - 4/23/2020
Evaluation (4 pages max)
- ● What performance indicators might you look for?
- ● What is important, outcomes or outputs?
- ● How will your program judge its success?
- ● Who will make decisions?

4/30/2020
Final implementation plan due.

Part Grading Rubric

	Very Successful (5)	Successful (4)	Adequate (3)	Revise (2)
Topic Applicability	Addresses the focus area and shows consideration for how it might be used	Thoroughly considers program's needs in focus area	Addresses some program needs in focus area	Does not align with selected topic.
Application of Readings	Concepts from the focus area readings are applied and incorporated with others	Concepts are applied from readings and lectures	Shows an awareness of concepts covered in the readings and class	Does not include concepts from the focus area.
Evidence	Included evidence from a variety of sources applicable to your topic	Evidence is included and appropriately cited.	Evidence is included but improperly cited and not varied.	No evidence included.
Formatting	Clear and precise language appropriate for format of part	Relatively clear language with few errors.	Within the max pages.	Too much or too little.