**MPA Portfolio Project**

**Purpose**

The purpose of the Portfolio Project is to assess the extent to which MPA students have achieved the core competencies set forth by our accrediting body, the Network of Schools of Public Policy, Affairs, and Administration (NASPAA). The five core competencies are:

1. Lead and manage in public governance;
2. Participate in and contribute to the public policy process;
3. Analyze, synthesize, think creatively, solve problems, and make decisions;
4. Articulate and apply public service perspectives; and
5. Communicate and interact productively with a diverse and changing workforce and citizenry.

Successful completion of the Portfolio Project is required for graduation.

**Required Courses, Assignments, and Core Competencies**

To assist you with completion of the Portfolio Project, the core required course work you completed in the MPA program is listed below. Faculty have connected the courses to the NASPAA core competencies to assist you with your Portfolio Project. Examples of assignments for each course were submitted by faculty who have taught the courses. You may choose the assignment listed to complete part b (see instructions below) of the Portfolio Project, or you may choose a different assignment for the course.

1. To lead and manage in public governance

* PSC 663 (Program Evaluation): Logic Models
* PSC 562 (Personnel Management): Exams, Final Paper
* PSC 662 (Leading and Managing Public Organizations): Exams
* PSC 662 (Leading and Managing Public Organizations): Organizational Culture Papers
* PSC 667 (Public Budgeting): Budgeting Assignments
* PSC 565 (Foundations of Public Administration): Career Biography

1. To participate in and contribute to the public policy process

* PSC 664 (Public Policy Analysis): Policy Brief; White Paper

1. To analyze, synthesize, think critically, solve problems and make decisions

* PSC 522 (Quantitative Methods): Assignments
* PSC 565 (Foundations of Public Administration): Career Biography
* PSC 664 (Public Policy Analysis): Policy Brief; White Paper
* PSC 667 (Public Budgeting): Budgeting Assignments
* PSC 667 (Public Budgeting): Final Paper

1. To articulate and apply a public service perspective

* PSC 664 (Public Policy Analysis): Policy Brief; White Paper
* PSC 665 (Local Government Administration): Report on Contracting

1. To communicate and interact productively with a diverse and changing workforce and citizenry

* All MPA Courses: Writing Assignments

**Academic Journals to Utilize for Part d (see instructions below) in your Reflections**

Administration & Society

Administrative Theory & Praxis

American Review of Public Administration

Governance

Human Relations

International Journal of Public Administration

International Public Management Journal

Journal of Health and Human Services Administration

Journal of Policy Analysis & Management

Journal of Public Administration Research & Theory

Journal of Public Policy

Municipal Finance Journal

Nonprofit & Voluntary Sector Quarterly

Nonprofit Management and Leadership

Policy Studies Journal

Policy Studies Review

Public Administration

Public Administration & Management

Public Administration Quarterly

Public Administration Review

Public Budgeting & Finance

Public Budgeting, Accounting and Financial Management

Public Integrity

Public Management Review

Public Performance & Management Review

Review of Public Personnel Administration

Public Personnel Management

State & Local Government Review

**Portfolio Project Instructions**

For each core competency, complete a structured reflection essay assessing the core competency. Please follow the explicit instructions regarding the essay. Each reflection essay should be 1500 words minimum, for a total minimum word count of 7,500. Please do not exceed 10,000 words for the completed Portfolio Project.

Please structure your reflection essays in the following way:

1. To lead and manage in public governance
   * 1. Describe what the competency means to you.
     2. Select an assignment related to the competency and, then, specify how your understanding of the competency was enhanced by the assignment. The best way to do this is to choose an assignment from the list of courses that relate to the competency.
     3. Describe a “real situation” from your experience OR a hypothetical situation where you would employ what you have learned about the competency from an assignment.
     4. Find an academic journal article that was not assigned in your course work. Describe how the article helps you to better understand the assignment related to this competency in b above. See below for a list of possible journals.
     5. Summarize the reflection, describing how you will benefit in the workplace from what you learned about this competency.
2. To participate in and contribute to the public policy process
3. Describe what the competency means to you.
4. Select an assignment related to the competency and, then, specify how your understanding of the competency was enhanced by the assignment. The best way to do this is to choose an assignment from the list of courses that relate to the competency.
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6. Find an academic journal article that was not assigned in your course work. Describe how the article helps you to better understand the assignment related to this competency in b above. See below for a list of possible journals.
7. Summarize the reflection, describing how you will benefit in the workplace from what you learned about this competency.
8. To analyze, synthesize, think critically, solve problems and make decisions
9. Describe what the competency means to you.
10. Select an assignment related to the competency and, then, specify how your understanding of the competency was enhanced by the assignment. The best way to do this is to choose an assignment from the list of courses that relate to the competency.
11. Describe a “real situation” from your experience OR a hypothetical situation where you would employ what you have learned about the competency from an assignment.
12. Find an academic journal article that was not assigned in your course work. Describe how the article helps you to better understand the assignment related to this competency in b above. See below for a list of possible journals.
13. Summarize the reflection, describing how you will benefit in the workplace from what you learned about this competency.
14. To articulate and apply a public service perspective
15. Describe what the competency means to you.
16. Select an assignment related to the competency and, then, specify how your understanding of the competency was enhanced by the assignment. The best way to do this is to choose an assignment from the list of courses that relate to the competency.
17. Describe a “real situation” from your experience OR a hypothetical situation where you would employ what you have learned about the competency from an assignment.
18. Find an academic journal article that was not assigned in your course work. Describe how the article helps you to better understand the assignment related to this competency in b above. See below for a list of possible journals.
19. Summarize the reflection, describing how you will benefit in the workplace from what you learned about this competency.
20. To communicate and interact productively with a diverse and changing workforce and citizenry
21. Describe what the competency means to you.
22. Select an assignment related to the competency and, then, specify how your understanding of the competency was enhanced by the assignment. The best way to do this is to choose an assignment from the list of courses that relate to the competency.
23. Describe a “real situation” from your experience OR a hypothetical situation where you would employ what you have learned about the competency from an assignment.
24. Find an academic journal article that was not assigned in your course work. Describe how the article helps you to better understand the assignment related to this competency in b above. See below for a list of possible journals.
25. Summarize the reflection, describing how you will benefit in the workplace from what you learned about this competency.

**Email your completed Portfolio Project to the MPA Director no later than**

**November 15 for December graduation;**

**April 15 for May graduation;**

**and July 31 for August graduation.**