THE OHIO STATE UNIVERSITY

COLLEGE OF PUBLIC HEALTH

2024-2025 Guidelines for MPH Integrative Learning Experience

Division of Health Behavior and Health Promotion

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GENERAL GUIDELINES

The integrative learning experience (ILE) for the Division of Health Behavior and Health Promotion is intended to provide students with the opportunity to integrate and synthesize knowledge and experience obtained during their academic course of study. For ideas of appropriate topics, speak with your advisor. The ILE is completed at the end of degree requirements, and although every project will be different, there are some general guidelines that are relevant to every project.

1. Students must choose an ILE advisor. The ILE advisor does not have to be your academic advisor but needs to be a faculty member in the Division of Health Behavior and Health Promotion. Your ILE advisor must have category M or P Graduate Faculty status at Ohio State.

2. Students must also choose another faculty member with a primary or courtesy appointment in the College of Public Health as a "second reader." Your second reader must have category M or P Graduate Faculty status at Ohio State. If your ILE advisor is not your academic advisor, then you must select your academic advisor as your second reader. The ILE advisor and the second reader constitute your ILE Project Committee. You may add additional readers to your Committee, although this is rare.

3. The topic and format of each ILE must be approved by your ILE advisor. Most ILEs will fit approximately into one of the following areas: (A) Community assessment; (B) Program planning; (C) Program evaluation; (D) Secondary data analysis; or (E) Advocacy Program Development. The criteria for each of these options appear on pages 10-19. Other topics and format are possible with the approval of your advisor.

4. Before beginning work on your ILE, you need to write a one- or two-page proposal (as described on p. 6) which describes your topic; what you will do for the project; and which of the project types (above) best describesyour project.

   If you subsequently decide to change your project, project advisor, or second reader, write a new proposal as above, and inform in writing, any project advisor or reader who will not be involved in the revised project.

5. Students may choose the Master's Thesis option for their ILE (refer to page 5). If you intend to pursue a research career, discuss the Thesis option with your advisor.

6. This document assumes that most students will be completing their ILE for a spring semester graduation. If that does not apply to you, please discuss your projected timeline with your advisor.

7. In the Autumn semester before your intended graduation, register for the 1 credit seminar, PUBHHBP 7899.01. This seminar will meet a few times as a group, to get you started on a high-quality project. In addition, to earn full credit for this seminar, you are expected to meet with and work with your project adviser to beginworking on the ILE.

8. In the Spring semester in which you will graduate, register again for the 1 credit seminar, PUBHBP 7899.02, and also submit paperwork to get registered for 2 credits of ILE credit, PUBHLTH 7998, with your advisor. During spring semester, you will present your project to your advisor and second reader at a review meeting for formal approval. At the end of spring semester, all seminar participants will present their projects in a poster session.

HUMAN SUBJECTS REQUIREMENTS FOR STUDENT RESEARCH

Details regarding human subjects requirements and student research are found in the CPH Graduate Student Handbook, Appendix H.

Discuss the specific requirements for your proposed project with your advisor as early as possible; remember to allow enough time for any required submission to the IRB.

THESIS OPTION

(This page refers only to students who choose to complete a Master's Thesis option for the ILE.)

Students choosing the thesis option are usually planning to pursue a career in research and/or academia. Students will use skills in research design and data analysis. Usually, completion of a thesis option will entail working with original data. Students are expected to analyze data specifically collected for the thesis option or analyze a previously existing data set. A thesis option typically is organized as follows:

Chapter 1	Introduction to the Problem Hypotheses or Problem Statement
Chapter 2	Review of Literature
Chapter 3	Methods
Chapter 4	Results
Chapter 5	Conclusions and Recommendations

Topic choice and manuscript development must be completed under the supervision of an advisor. Students are required to complete a defense of their thesis option before their committee members and interested others. Students choosing a thesis option should plan to present their work at a national meeting and submit it for publication. The Graduate School has additional requirements for a Master's Thesis option and some different forms are required. These requirements can be found in the Graduate School Student Handbook: https://gradsch.osu.edu/handbook. The remainder of this document applies only to the ILE. If you think you are interested in completing a Master's Thesis option, discuss that option with your advisor at least two terms before you anticipate graduating.

INTEGRATIVE LEARNING EXPERIENCE PROPOSAL INSTRUCTIONS

The ILE proposal should describe your topic, what you will do for the project and whether your project is best described as community assessment, program planning, program evaluation, or secondary data analysis. This proposal should ordinarily be completed at least two terms before you intend to graduate to allow time for a thorough and thoughtful project to be carried out. The proposal should include the elements noted below. Additional materials and guidance will be provided in the ILE Project Seminar Class I.

Topic Description

1. Describe the broad objective or purpose of the project.
2. Indicate which of the four ILE options best describes your proposed project.
3. If applicable, describe the agency or organization that you will work with. Request a letter of support from the agency/organization and include a copy with your proposal.
4. Depending on the project option you have chosen, state your specific research questions, evaluation questions, or goals and objectives.
5. If you propose to plan a program, define your theoretical framework.
6. Explain why you want to conduct your proposed project and describe what need your proposed project addresses.

Methods

1. Describe who you will collect data from or what existing data sources you will use.
2. If you propose to plan a program describe where the program will be implemented.
3. If you propose to collect original data, describe how you will collect the data for your proposed project. List the measures you will use and/or the questions you will ask.
4. Describe how you will analyze the data. For example, if you plan to work with quantitative data, what comparisons will you make and/or what statistical tests will you use? If you plan to work with qualitative data, will you conduct a content analysis or perform another type of qualitative data analysis?

Provide your project advisor and second reader with a copy of your proposal (e-mail is fine). Ask them to suggest changes or to reply stating their approval. If changes are needed, work with your advisor to make these changes. Once you and your advisor agree that your proposal is acceptable, complete the HBHP ILE Project Approval Form. Submit the completed form in the designated Carmen drop box in the HBHP ILE Project Seminar Class. Completion of the HBHP ILE Proposal and the HBHP ILE Project Approval Form are assignments to be completed in the HBHP ILE Project Seminar Class I.

TIMELINE REQUIREMENTS

On the CPH website is a general timeline checklist list for the requirements of the ILE which can help guide you and your advisor through the ILE process. In addition, the HBHP ILE Project Seminars I & II, include assignments to help you adhere to and meet ILE project requirements. The general timeline of activities as presented in these seminar classes are:

Project Timeline of Activities Per Semester

Autumn Semester

Week 5	Submit brief proposal for ILE project
Week 9	Submit ILE proposal approval form
Week 12	Submit rough draft of ILE project report: Introduction, Literature review, Methods (Specific 'headings' may vary by type of ILE)
Week 14	Submit plan for completing remaining project activities during Spring Semester

Spring Semester

Week 6	Submit rough draft of Results, Discussion, Conclusion (Specific 'headings' may vary by type of ILE)
Week 8	Submit draft of completed final report
Week 10 - 13	Complete MPH Exam
Week 14	Submit MPH ILE Project Report to OAPSS at: CPH-Graduation@osu.edu

Your advisor may also ask that you meet other deadlines, such as submitting an outline or draft of your ILE paper. Remember, ***you are responsible for meeting all of the deadlines***. The Graduate Schooldeadlines for each term are available at the Graduate School https://gradsch.osu.edu/graduation-calendar.
You will be reminded of these deadlines in your HBHP ILE Project Seminars I & II.

The following requirements are especially important:

1. It is expected that your advisor will be kept fully apprised of your progress and will see drafts of your project write-up as it develops. The project advisor may require multiple changes before the draft is ready to be presented. Your project advisor and second reader must see a complete draft of your final ILE report a minimum of one month before your expected MPH exam date. You must provide both of your committee members with a correctly formatted (refer to page 8), clean and final copy of your manuscript at least two weeks prior to the review meeting date.

2. By the last day of classes of the term *before* you intend to graduate, complete an online Application for Graduation (found here: https://gradforms.osu.edu). Please note: the application is valid for that term only. Generally, the Master's Exam must be completed by the end of week 13. Specific dates will be reviewed in the HBHP ILE Project Seminars I & II . A specific calendar of dates is available on the Graduate School website: https://gradsch.osu.edu/graduation-calendar-0.

3. HBHP ILEs will generally be presented in two formats: a Master's Exam with your advisor and second reader, and a poster session. Generally, the Master's Exam must be completed by the end of week 13. Specific dates will be reviewed in the HBHP ILE Project Seminars I & II. A specific calendar of dates is available on the Graduate School website(https://gradsch.osu.edu/graduation-calendar-0). The HBHP ILE Project Seminar II will guide you through the timeline and process of preparing a poster.

4. Upon completion of the Master's Exam and any final revisions to your approved ILE paper, your committee will electronically approve your Master's Examination Report. Failure for your committee to do so will result in a delay of graduation.

If you do not meet published graduation deadlines but have completed all degree requirements by the last business day prior to the first day of classes for the following term, you may graduate the following term without registering or paying fees. Many HBHP faculty, however, are not available during break to schedule a review meeting or approve revisions to your ILE paper. **Failure to meet these requirements may require you to enroll for an additional term.**

MANUSCRIPT REQUIREMENTS

1. Although each ILE will vary, most manuscripts will be at least 20-25 pages, not including tables, figures or appendices.

2. Discuss with your advisor whether they want an electronic or paper copy of your manuscript. Electronic copies are generally used to deposit the final copy with OAPSS.

3. The manuscript must be double spaced, and with a margin of at least one inch on each side.

4. The manuscript must be in 12-point font; however, tables and footnotes may be in 10-point font if necessary.

5. Page numbers should be inserted (center bottom) on each page except the Title Page and the Table of Contents.

6. All Figures and Tables must be numbered, and all appendices must be labeled alphabetically.

7. The Title Page should include the title of the project, the student's name and degree(s), the committee members' names, The Ohio State University, the month and year of the final project.

8. The manuscript may include:
    A) Title Page
    B) Table of Contents
    C) Abstract or an executive summary
    D) Literature review
    E) Agency Description
    F) Methods
    G) Results
    H) Discussion
    I) References
    J) Tables
    K) Appendices

9. References should follow a standard format such as the formats used by journals. One frequently used format is the American Psychological Association format: https://www.library.cornell.edu/research/citation/apa

10. Check with your advisor to see whether they want the final copy as electronic or paper.

COMMUNITY ASSESSMENT

This option for the ILE is to provide students with an opportunity to take a principal role in planning, implementing, and/or analyzing data from a community assessment. This option involves an assessment for a community agency/organization. Rememberthat your ILE advisor must approve the topic for your project. In addition, it is strongly advised that you update your committee members on a regular basis.
The details of the final project report for this area of concentration are provided below. Ideally, the written product is developed and delivered in a manner that is useful to external stakeholders who may be involved in a community assessment, such as non-profit or governmental organizations. Regardless of form, the student should produce a high-quality written product that is appropriate for the student's educational and professional objectives. The sections listed below should be followed in most cases; however, there are times that a modification may be appropriate. In such cases, the student should provide some rationale for the exclusion ofa particular section.

Abstract/Executive Summary
An abstract is a brief summary of approximately 250 words. The major components are: Purpose, Methods, Results/Outcomes, Conclusions, and Implications. An executive summary is an expanded version of the abstract and is typically one to two pages in length.

Table of Contents
The table of contents lists all the major topical areas of the document with the corresponding page numbers.

Introduction/Purpose
The introduction should state the rationale for the project. Why is the assessment being conducted? Exactly what do you hope to learn? What were your hypotheses before beginning?

Agency Description
The agency description presents the agency/organization involved in the project. It should include a graphic presentation of the organizational structure and a discussion of how the project fits in with mission and other programs of the agency.

Literature Review
Place the assessment in the context of what is already known about the topic by reviewing relevant research in this area. A literature review is a synthesis of what researchers/scholars have written about a topic organized according to a guiding concept. The purpose is not to list as many articles as possible, rather, to demonstrate your ability to recognize relevant information, to synthesize the information and evaluate it according to the guiding concept that you have identified for your project. The literature review should include the epidemiological information, the related behavioral and environmental information, information about the priority population, and any gaps in the literature that you have identified. Remember to define specific terms that will be used in the text of your report and remember to "tell a story" about the need for a community health assessment.

Methods
This section should describe each data source used for the assessment, including how, when, where and why each was collected. Examples of what this section may include are a discussion of recruitment strategies for the priority population, data collection instruments that were used, data collection methods, and statistical methods used. Data collection materials (i.e., survey, interview protocol, consent forms) should be included in the appendices.

Results
This section presents the results in the same order as the purpose of the assessment was described earlier. Students are strongly encouraged to employ tables and graphs to clarify the presentation of results. The

section should highlight key findings from the table and charts but need not reiterate every number from every table in narrative form.

Discussion

Discussion of the findings (interpretation of the data) as they relate to the needs assessment should be presented in this section. Include the main implications of and lessons learned from the community health assessment. Discuss how the limitations of your design (i.e., threats to validity) and/or any limitations of the data sources and how these limitations may bias your results.

Ethics

What ethical issues were presented by the community assessment project and how were they addressed?

Conclusions

Discuss to what extent the results provide clear answers to the questions posed in the purpose section. Also, provide recommendations for action and suggestions for what the agency could do to learn more about the topic.

References

All literature and personal communications cited in the proposal must be listed in the reference section. References should follow the American Psychological Association format.

Appendices

Anything not included in the text of the project report that is important for the understanding of the community assessment should be attached as an appendix. All appendices must have references within the text of the project report and must be included as part of the table of contents.

PROGRAM PLANNING

This option for the ILE is to provide students with an opportunity to take a principal role in planning a health promotion project for a community agency. This must be a "real-life" plan with a partnering organization who are interested in potentially offering the program. Remember that your ILE advisor must approve the topic for your project. In addition, it is strongly advised that you update your committee members on a regular basis. The details of the final project report for this area of concentration are provided below. The sections listed below should be followed in most cases; however, there are times that a modification may be appropriate. In such cases, the student should provide some rationale for the exclusion of a particular section.

Abstract/Executive Summary
An abstract is a brief summary of approximately 250 words. The major components are: Purpose, Methods, Results/Outcomes, Conclusions, and Implications. An executive summary is an expanded version of the abstract and is typically one to two pages in length.

Table of Contents
The table of contents lists all the major topical areas of the document with the corresponding page numbers.

Introduction
The introduction should state the rationale for the project.

Literature Review
A literature review is a synthesis of what researchers/scholars have written about a topic organized according to a guiding concept. The purpose is not to list as many articles as possible, rather, to demonstrate your ability to recognize relevant information, to synthesize the information and evaluate it according to the guiding concept that you have identified for your project. The literature review should include the epidemiological information, the related behavioral and environmental information, information about the priority population, and anygaps in the literature that you have identified. Remember to define specific terms that will be used in the text of your report and remember to "tell a story" about why the program is needed for the priority population.

Theoretical Framework/Health Behavior Theories
There are several planning models that may be used when planning a health promotion program. In addition, there are numerous health behavior theories that may be used when planning a program to change a health behavior. In this section discuss which planning model and health behavior theories are guiding the program you are planning.

Agency Description
The agency description presents the agency/organization involved in the project. Include a letter or statement from the agency indicating their interest in having the proposed program planned. In this section, provide a graphic presentation of the organizational structure and a discussion of how the project fits in with mission and other programs of the agency.

Program Goals and Objectives
In this section, provide an overview of the specific program, along with goals and objectives. The projectgoals and objectives define the scope and the direction of the project. Goals are broad timeless statements. Program objectives outline in measurable terms the specific changes (who, what, when, and how much) that will occur due to the program. priority Include a complete description of the program content (i.e., specific messages, slides, lesson plans or other materials) in an appendix.

Intervention Methods/ Data collection
In this section, provide the approach used to achieve the goals and objectives. Examples of what this section may include are a discussion of recruitment strategies for the priority population, instruments that may be used, potential datacollection methods, implementation plans, training plans if needed, and a plan for data analysis and evaluation. Include a budget, budget justification, and a timeline in the appendices.

Initial Feedback/Implementation and Revisions
This section should include feedback about the developed program including any developed materials. This feedback may be from individuals from the priority population or from members of the agency. Include findings from this feedback/implementation, any revisions made based on feedback, and recommendations for future implementation of the developed program.

Ethics
What ethical issues were presented by the program planning project and how were they addressed?

References
All literature and personal communications cited in the proposal must be listed in the reference section. References should follow the American Psychological Association format.

Appendices
Anything not included in the text of the project report that is important for the understanding of the design, implementation, or conclusions of the project should be attached as an appendix. For example: instruments, consent forms, the budget and budget justification, timeline, etc. All appendices must have references within the text of the project report and must be included as part of the table of contents.

PROGRAM EVALUATION

This option for the ILE is to provide students with an opportunity to take a principal role in the evaluation of a health promotion project for a community agency. Remember that your ILE advisor must approve the topic for your project. In addition, it is strongly advised that you communicate with your agency stakeholders on a regular basis to ensure that the final deliverable will serve their intended use. Thedetails of the final project report are provided below. The sections listed below should be followed in most cases; however, there are times that modification may be appropriate. In such cases, the student should provide some rationale for the exclusion of a particular section.

Abstract/Executive Summary
An abstract is a brief summary of approximately 250 words. The major components are: Evaluation Purpose, Evaluation Questions; Methods, Results/Outcomes, and Recommendations. An executive summary is an expanded version of the abstractand is typically one to two pages in length.

Table of Contents
The table of contents lists all the major topical areas of the document with the corresponding page numbers.

Introduction/Purpose
The introduction should state the rationale for the project. Who are the key stakeholders in the evaluation andwhat are their unique and collective interests?

Literature Review
A literature review is a synthesis of what researchers/scholars have written about a topic organized according to a guiding concept. The purpose is not to list as many articles as possible, rather, to demonstrate your ability to recognize relevant information, to synthesize the information and evaluate it according to the guiding concept that you have identified for your project. The literature review should include the epidemiological information, the related behavioral and environmental information, information about the priority population, and anygaps in the literature that you have identified. Remember to define specific terms that will be used in the text of your report and remember to "tell a story." about the need for a program evaluation.

Program/Intervention Logic Model or Theory of Change
Is there an explicit theoretical model at the foundation of the program? What conditions (e.g., resources, environment, political climate, etc.) make the program necessary? What activities are provided ? What short-term, mid-term, and long-term outcomesare anticipated? What high-level, long-term impact is expected? How do activities link to anticipated outcomes and long-term impact?

Evaluation Question
What specific question or questions will be answered by the evaluation study?

Agency Description
The agency description presents the agency/organization involved in the project. In this section, provide a graphicpresentation of the organizational structure and a discussion of how the project fits in with mission and otherprograms of the agency.

Evaluation Design
What design was used to answer the evaluation question? Why was this design selected? What are the major threatsto validity in the evaluation design? How might those threats be dealt with in follow-up studies?

Methods, Key Variables and Instrumentation
What methods and procedures will be used to collect and analyze data? What were the key variables of interest?How were those variables measured?

Results
Describe the results of the data analyses. All tables and figures should be referred to within the text. If a table or a figure is used from anothersource it should also be referenced here. If possible, tables and figures should be placed within the text. Be sure to discuss any limitations of the evaluation design and/or data and how these limitations might bias the results.

Ethics
What ethical issues were presented by the program evaluation project and how were they addressed?

Conclusions and Recommendations
The agency stakeholders should be consulted when developing recommendations as their support will be important in order to ensure that the evaluation findings are disseminated and used. How were the data interpreted to facilitate decision-making about how a program can be improved, how the risk of program failure can be reduced or whether a program should continue. This section should also includethe student's self-reflection about the planning and implementation of the evaluation project. This should include, but is not limited to, the ethical issues that may have been presented and how they were addressed.

References
All literature and personal communications cited in the proposal must be listed in the reference section. References should follow the American Psychological Association format.

Appendices
Anything not included in the text of the project report that is important for the understanding of the evaluation project should be attached as an appendix. All appendices must have references within the text ofthe project report and must be included as part of the table of contents.

SECONDARY DATA ANALYSIS

This option for the ILE is to provide students with an opportunity to analyze existing data related to a public health problem or important knowledge gap. Remember that your ILE advisor must approve the topic for your project. In addition, it is strongly advisedthat you update your committee members on a regular basis. The details of the final project report for this type of project are provided below. The sections listed below should be followed in most cases; however, modification may be appropriate. In such cases, the student should provide some rationale for the exclusion of a particular section.

Abstract/Executive Summary
An abstract is a brief summary of approximately 250 words. The major components are: Purpose, Methods, Results/Outcomes, Conclusions, and Implications. An executive summary is an expanded version of the abstract and is typically one to two pages in length.

Table of Contents
The table of contents lists all the major topical areas of the document with the corresponding page numbers.

Introduction/Purpose
The introduction should state the rationale for the project. Why is the analysis being conducted? Exactly what do you hope to learn? What will be the relevance of these findings for public health? For whom will the results be useful? This section should end by providing your hypotheses. These hypotheses should seem reasonable following from what you already described in your introduction.

Literature Review
Place your analysis in the context of what is already known about the topic by reviewing relevant research in this area. A literature review is a synthesis of what researchers/scholars have written about a topic organized according to a guiding concept. The purpose is not to list as many articles as possible, rather, to demonstrate your ability to recognize relevant information, to synthesize the information and evaluate it according to the guiding concept that you have identified for your project. The literature review should include information on what has already been done or what is already known about your topic, and any gaps in the literature that you have identified. Remember to define specific terms that will be used in the text of your report and remember to "tell a story" about why your analyses are needed.

Methods
This section should describe the data set(s) you analyzed and how they were obtained. You should describe the population in the dataset as well as details on the measures used for your analyses. Finally, describe the analyses you conducted.

Results
This section presents the results organized around the proposed questions. Students are strongly encouraged to employ tables and graphs to clarify the presentation of results. The section should highlight key findings from the table and charts but need not reiterate every number from every table in narrative form.

Discussion
Discussion of the findings (interpretation of the data) as they relate to the hypotheses or objectives of the study should be presented in this section. Be sure to discuss the strengths and limitations of the data for your proposed analysis (for example, amount of data available, quality of questions on your topic, generalizability of the sample) and how the limitations might bias your results.

Ethics
What ethical issues were presented by the secondary data analysis project and how were they addressed?

Conclusions
Discuss to what extent the results provide clear answers to the questions posed in the purpose section. Also, provide recommendations for action and implications for the field of public health.

References
All literature and personal communications cited in the proposal must be listed in the reference section. References should follow the American Psychological Association format.

Appendices
Anything not included in the text of the project report that is important for the understanding of the project should be attached as an appendix. All appendices must have references within the text of the project report and must be included as part of the table of contents.

ADVOCACY PROGRAM DEVELOPMENT

This option for the ILE is to provide students with an opportunity to take a principal role in the development of a health promotion advocacy plan and toolkit for a community site, agency or coalition. Remember that your ILE advisor must approve the topic for your project. In addition, it is strongly advised that you update your committee members on a regular basis. The details of the final project report for this area of concentration are provided below. The sections listed below should be followed in most cases; however, modification may be appropriate. In such cases, the student should provide some rationale for the exclusion of a particular section.

Abstract/Executive Summary
An abstract is a brief summary of approximately 250 words. The major components are: Purpose, Methods, Results/Outcomes/Advocacy Products, Conclusions, and Implications. An executive summary is an expanded version of the abstractand is typically one to two pages in length.

Table of Contents
The table of contents lists all the major topical areas of the document with the corresponding page numbers.

Introduction/Purpose
The introduction should state the rationale for the project. Why is an advocacy program necessary? What is the health problem/issue that the program is meant to address? Who are the key stakeholders in the health promotion advocacy program and what are their unique and collective interests?

Literature Review
A literature review is a synthesis option of what researchers/scholars have written about a topic organized according to a guiding concept. The purpose is not to list as many articles as possible, rather, to demonstrate your ability to recognize relevant information, to synthesize the information and evaluate it according to the guiding concept that you have identified for your project. The literature review should include a description of the health problem/issue, the epidemiological information, the related behavioral and environmental information, information about the target population, and anygaps in the literature that you have identified. Remember to define specific terms that will be used in the text of your report and remember to "tell a story."

Community Site, Agency, or Coalition Description
The description presents the community site/agency/organization/coalition involved in the project. It should include a graphic presentation of the organizational structure and a discussion of how the project fits in with mission and other activities of the community site, agency, or coalition.

Advocacy Strategy
Identify the overall goal of the policy program efforts. Identify paradigm, theory of social change and/or whole systems engagement strategy that will guide your policy program development efforts. Identify top three advocacy strategies to support achievement of goal, including identified audience (public, influencers, decision makers) and type of change desired with those audiences (awareness, will, action). Define SMART objectives in relation to identified advocacy strategy and type of change desired. (See Coffman J & Beer T. The Advocacy Strategy Framework: A Tool for Articulating an Advocacy Theory of Change. Center for Evaluation Innovation. Retrieved from: https://www.evaluationinnovation.org/wp-content/uploads/2015/03/Adocacy-Strategy-Framework.pdf)

Advocacy Logic Model & Narrative Explanation
What conditions make the advocacy program necessary for this particular community site, agency or coalition? What policy activities will be provided to address conditions and enact advocacy strategies (see Table 2.2 in Gen & Wright, Nonprofits in Policy Advocacy: Their Strategies and Stories)? What advocacy tools are needed to implement activities? What outputs are expected as a result of each activity? What outcomes are anticipated as a result of implementation of set of activities? What theoretical links tie activities to anticipated outcomes? What long-term impact is desirable?

Under the Logic Model, explain in narrative form the logic for pursuit of this advocacy goal using the advocacy strategies and activities selected, including theoretical justifications, both from social and behavioral theory. Why were certain advocacy strategies selected over others given the context of advocacy implementation and stakeholder input?

Toolkit

Develop tools necessary to implement policy activities listed in advocacy logic model. Examples include *but are not limited to* the development of a policy brief, a voter outreach plan with tools, a policy monitoring plan with tools, or a social media plan with tools. Tools should be of exceptional quality, and ready for use by the community partner. There should be at least one tool developed for an activity listed under each of the three advocacy strategies identified (but there may be more) in agreement with the community partner and your advisor.

Implementation of Policy Program Timeline with Personal and Projected Budget Annotations

Provide a realistic timeline regarding the implementation of the developed health promotion policy program activities, including by whom, by when, at what projected cost.

Ethics

What ethical issues were presented by the advocacy project and how were they addressed?

Plan for Transfer of Project to Community Partner

Provide explanation of plan to make advocacy program plan and toolkit available and accessible to community partner.

Conclusions and Recommendations

How was the advocacy program project used for public health advocacy? This section should also includethe student's self-reflection about the project.

References

All literature and personal communications cited in the proposal must be listed in the reference section. References should follow the American Psychological Association format.

Appendices

Anything not included in the text of the project report that is important for the understanding of the advocacy project should be attached as an appendix. All appendices must have references within the text of the project report and must be included as part of the table of contents.