NYU | WAGNER

Capstone Client Application

APPLICANT INFORMATION

Organization Information

Organization Name: Enter your organization's name

Date of Application: Enter today's date

Address: Enter your organization's address

Website: Enter your organization's website URL

Annual Operating Budget: Enter your organization's annual operating budget

Project Liaisons

1. **Primary Project Liaison Name:** Enter the primary project liaison's name

   Title: Enter the primary project liaison's title

   Email: Enter the primary project liaison's email address

   Phone: Enter the primary project liaison's phone number

2. **Back-up Project Liaison Name:** Enter the back-up project liaison's name

   Title: Enter the back-up project liaison's title

   Email: Enter the back-up project liaison's email address

   Phone: Enter the back-up project liaison's phone number

Please note: We ask for both a primary liaison and a back-up, in case the primary liaison has to leave before the project is finished.

Please check this box if you are applying for a Summer-Fall International Capstone: ☐

PROPOSAL ABSTRACT

Describe the key points of your proposal (50-75 words):

ORGANIZATIONAL DESCRIPTION (250 words)

Please describe your organization or unit, including mission, scope of work, key program activities, target population, and number of years in operation. (For Capstone projects, we look for organizations that have been operating for at least three years, have at least three full-time employees, and can offer a mutually beneficial opportunity for the agency and the student team.)

CAPSTONE PROJECT OVERVIEW

Provide a brief overview of the issue or problem you are hoping to address. 250 word limit**.**

Describe the project you are proposing which will address this issue or problem. (The best Capstone proposals are important but not urgent; achievable within the academic timeframe and with the resources available; provide a clear definition of the problem or issue to be addressed; have a realistic scope; and specify tangible deliverables for the Capstone team to provide.) 250 word limit.

Please describe potential activities in which the Capstone Team might engage (i.e. conduct a literature review, create and administer a survey, evaluate a program, analyze a dataset, etc.). 500 word limit.

What are the desired outcomes? Please describe the deliverables that are expected of the Capstone Team at the completion of the project (i.e. survey or evaluation instruments, draft policies and procedures, resource lists, analysis of large datasets, a comprehensive report, recommendations on how to proceed, etc.). Approximately 250 words.

SPECIAL CONSIDERATIONS

If applicable, please describe any special considerations that NYU Wagner and/or the Capstone Project Team should be aware.

Was this project designed with specific NYU Wagner Students in mind? If so, please list student names. 15 word limit.

Can you anticipate obstacles that a Capstone Team might encounter while working on this project (i.e. incomplete data, lack of buy-in for the project, staff turnover, etc.)**?** 250 word limit.

Must a significant portion of research and data gathering be done during regular business hours? (Many Wagner students work full-time and may have constraints on their daytime availability)**.** 50 word limit.

Will the Capstone Team have access to private client data that may present obstacles for progress on the project, and how/when do you plan to have approval for the Capstone team to proceed with gathering information given potential obstacles? 100 word limit.

Will the Capstone Team be required to conduct field research and/or visit multiple locations, other than the primary client site, to complete their project? Where would the team travel? 250 word limit.

How did you hear about the NYU Wagner Capstone Program?
(For example, from a Wagner Graduate, you are a Prior Capstone Client, you are a Wagner Graduate, you received an email from Wagner, you are a Wagner Faculty member, you are a Wagner Student, or Other.)

How did you hear about the program?

If you selected "Other," please provide more detail:

Please provide more detail.

QUESTIONS?

If you have any questions about the Capstone Program, please send an email to wagner.capstone@nyu.edu or call 212.998.7491. You may also refer to the Capstone Employer Website.