POTENTIAL CAPSTONE PROJECTS

This list represents potential capstone projects. The individual projects listed here have **not** been evaluated or approved by faculty. Any potential project must be evaluated and approved by faculty. Organization descriptions have been gathered from each organizations published materials.

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**Client:** Colorado State Treasurer's Office

**Description:** The State Treasurer and her staff serve the citizens of Colorado by providing banking, investment and accounting services for all funds and assets deposited in the Treasury. By continually optimizing cash flows and maximizing the return on the state's investments, the Treasurer’s Office plays an important role in helping to minimize the tax burden on Coloradans.

**Project:** Develop and implement the Treasurer's initiative on transparency in state government and finance as well as help with research on other Treasury initiatives. The position would involve working closely with the Treasurer and other elected officials.

**Timeframe:** The position is for as many hours as the student would be able to offer.

**Contact Information:** Eric Rothaus, Deputy Treasurer, 140 State Capitol, Denver CO 80203 or via e-mail (eric.rothaus@state.co.us); for questions, please call Eric Rothaus 303-866-4951.

**Date Received:** 11/1/07

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**Client:** Denver Housing Authority

**Description:** The Denver Housing Authority is a quasi-municipal corporation that provides affordable housing to more than 23,000 very low, low and middle income individuals representing approximately 9,400 families in Denver. Denver Housing Authority's mission is to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination in Denver. DHA is governed by a nine-member Board of Commissioners appointed by the Mayor of Denver.

**Project Requests:** Evaluation project(s) with the Denver Housing Authority: The Denver Housing Authority has a number of training programs to help residents seek employment or improve their employment circumstances. Other programs are to help residents move out of subsidized housing toward home ownership. Evaluations could involve pilot-testing a new measure developed by a recent MPA graduate to assess changes in knowledge in unemployment programs or to measure employment outcomes from this program. Possible other project includes developing a database with new software.
Timeframe: Spring 2008

Contact Information: Lynne Picard, Resident and Community Services Program Manager, 777 Grant St., Denver, CO 80203. Phone: 720-932-3052. lpicar@denverhousing.org.

Date Received: 11/1/07

Client: Denver Children’s Advocacy Center

Description: Denver Children’s Advocacy Center (DCAC) serves children who have been sexually abused, neglected, or traumatized by witnessing violence. DCAC is one of 14 child advocacy centers in Colorado providing child-friendly, family-supportive services in one central location or close by. Our goal is to ensure that every low-income child in Denver who has been traumatized by sexual abuse, or by witnessing homicide or domestic violence receives immediate, compassionate and effective investigation, assessment and, if needed, mental health treatment. DCAC never charges for its services.

Project: Serves children affected by sexual abuse, neglect or who have witnessed violence. Opportunities for research projects or internships in nonprofit management areas.

Timeframe: Email for current opportunities if interested.

Contact Information: Dr. Gizane Indart www.denvercac.org or 303-825-3850

Date Received: Summer 2007

Client: Front Range Economic Strategy Center

Description: Front Range Economic Strategy Center (FRESC) is a non-profit organization that works to maximize the benefits of economic development for communities and working families. FRESC utilizes research, policy and organizing to advocate for development that expands affordable housing, creates family-sustaining jobs, and ensures a safe and high quality of life. FRESC works in partnership with community, labor, and conservation organizations, as well as community residents to achieve these goals.

Project: Focuses on regional issues, especially quality jobs, affordable housing, environmental sustainability, collaboration with labor unions and community groups. Opportunities for research projects or possible internships.

Timeframe: Email for current opportunities if interested.

Contact Information: Robin Kneich, Program Director 303-477-6111 www.fresc.org
Date Received: 11/1/07

Client: Democratic National Convention Host Committee

Project: Possible research projects appropriate for capstones; contact Sondra for possibilities. Potential for future involvement with convention for superior interns.

Timeframe: Open

Contact Information: Sondra Williams swilliams@nea.org

Date Received: N/A

Client: cityWILD

Description: cityWILD is a bold effort to provide low income, culturally diverse youth with outdoor and environmental service learning opportunities that promote development themes of personal empowerment, leadership and community participation.

Project Requests:
- Business Plan
- Program Expansion
- Strategic Plan (#1 priority for the organization)

Timeframe: N/A

Contact Information:
Read McCulloch
(303)227-6862
read@citywild.org
www.citywild.org

Date Received: 11/1/07

Client: Hep-C Connection

Description: Hep-C Connection is one of the nation's premier hepatitis C-focused advocacy organizations and the only one of its kind in Colorado. We have a proven history of community education, patient support, and disease prevention strategies. Based in Denver, we offer a variety of educational and support opportunities for people living with hepatitis C, their families and friends, and healthcare providers.

Project: 1. Literature review of changes in treatment for Hepatitis C, psychosocial issues, and other issues. 2. Best practices in educating prison populations and reentry populations. Many opportunities for either capstone or internships beyond these ideas, call for more information.

Contact Information:
Nancy Steinfurth
nsteinfurth@hepc-connection.org
(720) 917-3965

Date Received: 10/07

Client: City of Idaho Springs

Project Request:
- Capitol Improvement Plan

Timeframe: 2008

Contact Information:
Cindy Condon
303-567-4421, ext. 26
admin@idahosprings.com

Date Received: 11/1/07

Client: Town of Kiowa

Project Request:
- Putting together trails or other grants
- Research GIS application in infrastructure and planning
- Other projects based on student interest also available

Timeframe: 2008/Open/Ongoing

Contact Information:
Lyn Brownfield
303-621-2306
manager@townofkiowa.com

Date Received: 11/1/07

Client: Steele Elementary PTA

Description: The Steele Elementary PTA is a group of volunteers including parents, teachers, and others who work together to promote the education and well-being of the students. We organize school assemblies that showcase science, theater, dance, and music and coordinate after school enrichment classes including chess, science, language, and
Project Request:
- Research best practices in after school programming
- Create a plan for after school enrichment that prioritizes provider accountability, child/school safety and best practices in public management

Timeframe: Spring semester 2008

Contact Information:
Please contact Annie MacLachlan at the School of Public Affairs 303-315-2896 for more information on this project

Date Received: 11/1/07

Client: Boy Scouts of America, Denver Council

Description: To prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Project:
1. Designing a cross-referencing system for our academic projects and the state-content standards and available CSAP strands. The Boy Scout program offers quite a number of activities that are directly related to classroom learning. A system needs to be designed so that we can easily access desired testing strands, their corresponding content standards, as they relate to these activities.

2. Designing a pathways to college for all ages of scouts... including information for parents, guardians of under-represented populations participating in our Urban Scouting programs.

Timeframe: N/A

Contact Information:
Didi Fahey, Ph D
Director Research & Collaborative Program Development
Denver Area Council, BSA
6399 South Fiddler's Green, Suite #340
Greenwood Village, CO 80111
303.455.5522, Ext 220
dfahey@denverareacouncil.com

Date Received: 11/2/07

Client: ACLU of Colorado
Description: The mission of the ACLU of Colorado is to protect, defend and extend the civil rights and civil liberties of all people in Colorado through litigation, education and advocacy.

Project: Develop and assist the rollout of a high school Bill of Rights curriculum.

Timeframe: Spring 2008

Contact Information:
Rachel Chaparro
Manager of Education and Outreach
American Civil Liberties Union (ACLU)
400 Corona St.
Denver, CO 80218
rchaparro@aclu-co.org
Phone: 303-777-5482 x109
Fax: 303-777-1773

Date Received: 11/5/2007

Client: City of Arvada Police Department

Project: Develop a compatibility test police applicants fill out to determine if working with Arvada Police is a good “fit” for them. Once developed, the test would be available online as part of an initial officer screening process. Test will measure core competencies such as compassion, teamwork, mission driven, and other desirable APD office traits. Stipend may be available based on final product.

Timeframe: Jan-May 2008

Contact Information: Commander K. Foos, Kathy-f@arvada.org, (720) 898-6669

Date Received: 11/8/2007

Client: University of Colorado at Denver and Health Sciences Center, HR Operations

Project: Succession Planning Toolkit/Starter Kit

Develop a tool kit for managers and supervisors who are interested in beginning a succession planning program. The program will help managers to identify and develop candidates for key leadership and professional positions over time to ensure the continuity of leadership in the organization. It encompasses all recruitment, retention and development strategies. The planning kit will include tips on how to identify key and critical positions, how to conduct job profiles and access the available workforce, conduct
employee development to prepare individuals so that needed competencies are available when positions become vacant, and develop strategic succession plans.

**Timeframe:** Immediate

**Contact Information:**
Florie Montoya  
Manager of HR Operations  
University of Colorado at Denver and Health Sciences Center  
Phone: 303-315-2741  
Fax: 303-315-2721

**Date Received:** 11/13/2007

**Client:** City of Golden, Colorado

**Project:** The City of Golden, Colorado (client) requires a financial management business analysis of the City’s vehicle fleet operations to be completed. The project will require someone with strong financial and analytical skills as well as the ability to understand how this project will fit into the sustainability initiative of the City.

The analysis should look at fleet operations for the last five years to determine the following:

- Is the City is purchasing the ideal vehicles for the tasks that need to be completed?
- Is the City holding the vehicles for the optimal time before trading them in order to achieve the highest cost benefit?
- Should the City contract for the use of certain vehicles instead of purchasing them?
- Is it cost effective to pay mileage reimbursement versus using a pooled vehicle to run errands.

The analysis should also include recommendations for improving fuel efficiency, and reduction/consolidation of fleet vehicles.

**Timeframe:** N/A

**Contact Information:**
Finance Director Jeff Hansen, 303-384-8020 jhansen@cityofgolden.net.

**Date Received:** 11/15/2007

**Client:** Denver Regional Council of Governments (DRCOG)

**Project:**
Project 1:
Identify the impacts increased immigration will continue to have in the region. This shall be accomplished through the research of completed studies, professional publications, and other credible sources addressing this topic. Presentation of these findings should be in an S.W.O.T (strengths, weaknesses, opportunities, threats) or comparable format addressing internal and external analysis perspectives as a means to identify potential policy implications.

Project 2:
Identify strategic partners that can assist DRCOG in engaging the immigrant community. Develop a set of matrices of potential strategic partners based on areas of expertise and specialization according to the results. Create a profile for each partner (for reference), and a background for determining the selection criteria.

The above projects are intended to build upon (and provide a Denver regional context to) the immigration-related aspects of the presentation Dr. James Johnson, Jr. gave to the DRCOG Board earlier this year (follow this link to his presentation: http://www.drcog.org/documents/2-21-07BoardPresentationPeople%20and%20Jobs.pdf).

**Timeframe:** N/A

**Contact Information:**
Joseph Hanke, AICP
Senior Planner
Metro Vision Planning and Implementation Section
Customer Resource and Support Division
Denver Regional Council of Governments (DRCOG)
4500 Cherry Creek Drive South, Suite 800
Denver, CO 80246-1531
Tel: (303) 480-6839
Fax: (303) 480-6790
E-mail: jhanke@drcog.org

**Date Received:** 11/20/2007

**Client:** Safehouse Denver, Inc.

**Description:** The mission of SafeHouse Denver, Inc. is to assist women, children and youth in reclaiming their right to a life free of domestic violence. Our goals and objectives include providing a broad spectrum of quality services to women, children and youth who have been impacted by domestic violence; building awareness that there are options available to victims of domestic violence and that SafeHouse Denver can provide those options; and increasing community awareness of domestic violence and community accountability for the intervention in and prevention of domestic abuse.
The project that we are asking for assistance with is our program evaluation tools and data interpretation. We have a tool that we have used over the last two years and have gotten stuck on how to run specific reports and analyze the data. We also need to determine if the tool that we use is efficient for the projections that we are trying to determine.

**Timeframe:** N/A

**Contact Information:**
Diane Postell  
Director of Counseling & Advocacy  
Safehouse Denver, Inc.  
303-302-6117

**Date Received:** 11/20/2007

**Client:** Loveland Police Department

**Project:**  
Program assessment of the Loveland Police Department Law Related Education (LRE) program. LRE is a program in which officers teach 9th grade Civics students about how the law enforcement process they learn about in the classroom is applied in the real world. Contact is willing to meet with students in the Denver area to discuss the project in greater detail.

**Timeframe:** N/A

**Contact Information:**
Sgt. Mike Halloran  
Loveland Police Department  
810 E. Tenth Street, Suite 100  
Loveland, Co 80537  
970-962-2231

**Date Received:** 11/20/2007

**Client:** City and County of Denver Auditors Office/Prevailing Wage Division

**Project:**  
The City Council has made requests for information regarding keeps what percentage of the work force is covered by health insurance on Denver’s construction projects. Project would include creation of a database of the workers or companies and to cross reference that to a database of companies that offer fringes to their employees.

**Timeframe:** N/A
**Contact Information:**
Rob Merritt  
Prevailing Wage Supervisor  
City and County of Denver Auditor's Office  
720.913.5036  
rob.merrit@denvergov.org

**Date Received:** 11/20/2007

**Client:** Adams 12 Five Star School District

**Project:**
Research the costs and benefits of a recycling program, or of diverting a single stream such as paper to a recycler for an entire school district. We are looking for a student to research current options in the recycling sector as well as the associated costs and benefits to a program.

**Timeframe:** N/A

**Contact Information:**
Holly Dugan  
Energy Educator  
Adams 12 Five Star School District  
1500 East 128th Avenue  
Thornton, CO  80241

**Date Received:** 11/28/2007

**Client:** Institute for Environmental Solutions

**Description:** Non-profit organization delivering proactive technically sound solutions to environmental and natural resource problems. The key elements of the organization are 1) objectivity, 2) no assumptions or agenda, and 3) involvement of stakeholders.

**Project:**
1) Develop a Corporate Annual Donor Program  
   -research similar non-profit organizations that have comparable programs  
   -research non-profit resources for information about setting up an annual major donor program  
   -develop a list of potential participants  
   -conduct market research to determine receptiveness  
   -design Annual Donor Program, plan implementation, and present
2) IES Conference/Meeting Presentation (Convention Booth)  
   -Research and planning for conference presentation package
3) Plan and Establish Stakeholder Participation and Support Group for Project on Emerging Contaminants (EC) in Wastewater
   - Identify full range of stakeholder groups (spheres) and representatives
   - Organize stakeholder groups to tackle information gathering, education, and pilot research development
   - Develop plans to establish the Project Steering Committee
   - Establish steps to finalize Project Mission and Goals
   - Figure out how to obtain funding

4) Plan and Establish Stakeholder Participation and Support Group for Project on Emerging Contaminants (EC) in Wastewater
   - Research on existing options for development of a database for the latest literature on ECs
   - Development of a plan to create an accessible, peer-reviewed database
   - Evaluation of technical needs of the project
   - Evaluation of information needs of potential users
   - Research on potential income from the services provided by the database
   - Detailed initial plan to design and build the database
   - Plans for evaluation and improvement of the database

**Timeframe:** January-May 2008 or May-August 2008

**Contact Information:**
Carol E. Lyons
Executive Director
Institute for Environmental Solutions
761 Newport Street
Denver, CO 80220
Carol@I4ES.org
www.InstituteforEnvironmentalSolutions.org

**Date Received:** 11/28/2007

**Client:** Colorado Preservation, Inc.

**Description:** A nonprofit, statewide historic preservation organization that provides assistance in historic preservation to Colorado communities through a statewide network of information, education, training, expertise, and advocacy.

**Project:** Work with Colorado Preservation, Inc. to engage our grassroots supporters in expressing their support of the Colorado State Historical Fund to their legislatures.

**Timeframe:** December 2007-May 2008

**Contact Information:** Mark Rodman, Executive Director, (303) 893-4260,
mrodman@coloradopreservation.org
Date Received: 12/3/2007

Client: The Third Mile Group

Project: Analysis and write-up of education survey results and policy brief research

Timeframe: Ongoing-FILLED UNTIL FALL 2008

Contact Information: Katy Anthes, (303) 619-0518, katyanthes@comcast.net

Date Received: 12/3/2007

Client: Rocky Mountain Regional Chapter of the Society for Adolescent Medicine

Description: A multidisciplinary organization committed to improving the physical and psychosocial health and well-being of all adolescents through advocacy, clinical care, health promotion, health service delivery, professional development, and research.

Project: Project would include work on annual conference for adolescent providers in Colorado. The RH-SAM conference is held in October. The all-day conference is attended by approximately 100 MDs, PAs, RNs, social workers, and counselors.

Timeframe: September-December

Contact Information: Carole Duncan, President RM-SAM, (303) 868-0019, dunroit@comcast.net

Date Received: 12/3/2007

Client: Office for Civil Rights, U.S. Department of Health and Human Services

Description: Promotes and ensures that people have equal access to and opportunity to participate in and receive services from all HHS programs without facing unlawful discrimination, and that the privacy of their health information is protected while ensuring access to care.

Project:
1) Identify business practices to substantially reduce and ultimately eliminate older cases backlogs
2) Assess the agency’s program operations to identify weaknesses and develop potential strategies to address gaps identified
3) Develop metrics, tools, and strategies to quantify the impact of agency’s public education program using pre and post evaluations.
4) Evaluate measurement design strategies in the context of OCR’s overall mission and objectives
**Timeframe:** January 2008-May 2008

**Contact Information:** Velveta Howell, Regional Manager, (303) 844-0539, Velveta.Howell@hhs.gov or Andrea Oliver, Deputy Regional Manager, (303) 844-7839, Andrea.Oliver@hhs.gov

**Date Received:** 12/3/2007

**Client:** Human Services Network of Colorado

**Description:** The Human Services Network of Colorado—a young grassroots organization of human service organizations and their direct serve staff—seeks a GSPA non-profit concentration capstone student to develop an organizational development plan in either grants or marketing. An opportunity to work with an agency working with family self-sufficiency, Stride, as well as a professional association of human services organizations, the intern would work with the consultant—an experienced organizational development consultant and fundraiser with more than $7 million in funds secured—and the Network to increase visibility in the Colorado human services community. Experience in volunteer/social services and nonprofit/human services concentration required.

**Project:**

1) **Marketing-** As a new organization, we need to market to our internal constituents. We have solidified ethics, standards, key organizational players, a host agency…and now we need to parlay our successes into membership and recognition to increase visibility in the Colorado human services community:

   - work with marketing committee to design a marketing plan focusing on outreach & messaging that would include various methods of communication (e.g. newsletter template, mass mailing content, key contacts) and taking into consideration the volunteer nature of the organization;
   - advise board on branding including membership benefits and overall communication tools;
   - craft key messages around the professionalization of case management—frontline human services;
   - working with marketing committee, train presenters and prioritize potential organizations to contact, based on size and influence;
   - provide input for web content, including key messages and new social networking tools such as blogging, forums, and web-based training (NOTE: Social media could be the focus of this internship if you so desire.)

2) **Grants Research and Writing-** As a new organization, we have relied upon our start-up funding and are beginning to diversify our funding sources with membership, sponsorship, and now, grant funding. We believe we have a strong case to present to funders: collaboration, training of often-times inexperienced and frontline staff in need of information in order to do their job well, and improving the lives of those working
within the system to improve their future. Many current issues—immigration, federal funding, homelessness—are central to our membership.

-The intern would be coached in conducting research, drafting and submitting proposals, and most importantly, developing a system to work with a new development committee to implement additional strategies and apply to grantors on a consistent basis.

**Timeframe:** N/A

**Contact Information:** Heidi Baker, Consultant to the Network, HumanServicesNetwork@gmail.com, 720-252-3628

**Date Received:** 1/18/2008

**Client:** City of Wheat Ridge

**Project:** Work with the Assistant to the City Manager and Deputy City Manager in the development of the Alternative Revenue Study. The Study will consist of economic analysis of existing revenue sources, identifying historical trends, forecasting future reliability of current revenue sources, analysis of new revenue sources and the feasibility of such sources for the City.

**Timeframe:** ASAP

**Contact Information:** Heather Geyer, Assistant to the City Manager, (303) 235-2826, hgeyer@ci.wheatridge.co.us or Patrick Goff, Deputy City Manager, (303) 235-2805, pgoff@ci.wheatridge.co.us

**Date Received:** 2/8/08

**Client:** A Business Group within the University of Colorado

**Project:** Potential for a team capstone project with two parts; one part quantitative/research focused and the second part communications/PR focused. Project includes assistance with a Customer Service Outreach Plan including SWOT Analysis, identification of top 5 target issues to address, identification of solutions identified issues, and communication of those solutions.

**Timeframe:** N/A

**Contact Information:** Please contact Annie MacLachlan at the School of Public Affairs 303-315-2896 for more information on this project

**Date Received:** 2/8/08
Client: Denver Public Schools

Project: 
Project 1: Assist the New Schools Office with research for several Requests for Proposal processes, in addition to research on educational models, best practices for successful schools, and research on administering successful grant programs.

Project 2: Work directly with DPS schools to assist them with research and grant writing necessary to submit a School Innovation Grant or Beacon School application

Timeframe: N/A

Contact Information: Camille Osbourne-Roberts, (720) 423-3537, Camille_Osbourne-Roberts@dpsk12.org

Date Received: 3/5/08
Examples of Past
Advanced Seminar Projects With Clients:
Fall 2006

The following projects are examples of advanced seminar projects that have been offered, or have been completed, by students in the past. These clients may or may not have current or future capstone projects available.

Client: XXYY Project and The Children’s Hospital Child Development Unit

Project: The XXYY Project and The Children’s Hospital Child Development Unit have a planning grant to develop a multidisciplinary clinic for children with genetic disorders involving X&Y chromosome abnormalities, the graduate student will help to develop and analyze results from a needs assessment survey and focus group meetings, conduct interviews with families, help develop a plan for implementation of clinic, and assist in reporting results to our funder.

Timeframe: N/A

Contact Information: Renee Beauregard, XXYY Project Director, info@xxysyndrome.org, www.xxyysyndrome.org, (303) 400-3465.

Date Received: N/A

Client: Congregation Emanuel

Project: Researching a community with a congregation of 2000+ families to provide a wide variety of services and programs to meet the community’s needs.

Timeframe: N/A

Contact Information: Janet Bronitsky, FTA Executive Administrator Congregation Emanuel, Bronitsky@congregationemanuel.com, (303) 388-4013.

Date Received: N/A

Client: Cal-Wood

Project: Work on developing a strategic plan, a marketing program, and creating a Board of Directors for a new nonprofit, Cal-Wood. Cal-Wood is an independent, nonprofit organization dedicated to fostering and promoting environmental/conservation education to K-12 schools founded in 1982. Cal-Wood is located on 1,200 acres of private land, 15 miles northwest of Boulder. The land is utilized to teach different hands-
on academic topics, such as science, math, social studies, and arts. Typically there are 50 students in each 3 day-2 night program. They are going through a very important process this year. Cal-Wood has been owned by The Pilot Trust, a charitable trust created in 1962 by the owners of this land, Roger and Oral Calvert. The goal of this charitable trust was to create Cal-Wood by building the lodge and cabins, and support it with capital improvements in the future. In 2005, the Trustees of The Pilot Trust agreed that it was time for Cal-Wood to have its own non-profit status. The program will still get some support from The Pilot Trust to improve the buildings and grounds. So far, this process to become independent has begun and the program hopes to have every thing done in 2006. This process is very exciting for Cal-Wood, but it has also been challenging. A room and board for up to three students can be provided if the students want to work during the summer; if they prefer to drive, some gas and food can be provided while they are at Cal-Wood.

**Timeframe:** N/A

**Contact Information:** Rafael Salgado, Executive Director, Cal-Wood Education Center, info@calwood.org, www.calwood.org, (303) 449-0603.

**Date Received:** N/A

**Client:** Chapter House

**Project:** Study historical giving trends and explore grant opportunities for Chapter House. Chapter House is a 501(c)(3) non profit organization. The Chapter House’s mission is to provide an opportunity to live in a gracious P.E.O. environment, providing residential living and educational meeting space. The student should know Excel and be good with numbers, and be able to respect the confidentiality required in the work.

**Timeframe:** N/A

**Contact Information:** Christine L. Burns, Executive Director, colopeo@hpi.net, (719) 473-7670.

**Date Received:** N/A

**Client:** Dental Aid

**Project:** Assess educational training materials for effectiveness: Dental Aid provides affordable and accessible dental care to children and adults who would otherwise go without. Dental Aid is the single largest provider of comprehensive, reduced fee dental services to low-income and underinsured residents of Boulder and Broomfield Counties. Researching the information available re: impacts on oral health care for children and adults’ general health would be helpful.

**Timeframe:** N/A
Client: Association of Retarded Citizens (ARC)
Project: Evaluate satisfaction of clients and those not reached.
Timeframe: N/A
Contact Information: Agnès Sonnenfeld, Director of Finance and Internal Projects, Arc of Denver, Inc., agness@arcofdenver.org, (303) 831-7733.
Date Received: N/A

Client: The Mile High Youth Corps (MHYC)
Project:
Several options for projects:
1. Prepare a business plan for transitioning MHYC youth construction program from dependency on HUD funding.
2. Assess the pilot phase of a state-funded energy outreach project and make recommendations for going to scale statewide with 10 other youth corps.
3. Create business plans for two entrepreneurial ventures that the board of directors is considering.
4. Assess and make recommendations for managing MHYC’s costs and maximizing crew rates and outreach/saturation for fee-for-service contracts with local governments and agencies.
Timeframe: N/A
Contact Information: Kelly Causey, Ph.D., Executive Director, Mile High Youth Corps, kacausey@mhyc.net, (303) 433-1206 ext.25.
Date Received: N/A

Client: Community Health Association of Mountain/Plains States (CHAMPS)
Project: A non-profit organization supporting Federally-Qualified Community Health Centers (CHCs) in six states (CO, MT, ND, SD, UT, and WY). CHCs provide prevention-oriented primary care services to homeless, migrant, uninsured, and other medically underserved populations. Possible Projects: compile and assess results of an organizational evaluation and needs assessment of products and services in order to appraise and improve the methods of achieving the organization’s mission and goals; evaluate the organization’s outreach strategies as a way to improve marketing tools and address the needs and interests of new and existing members.
Timeframe: N/A

Contact Information: Julie Hulstein, Executive Director, julie@champsonline.org, www.champsonline.org, (303) 861-5165 x226.

Date Received: N/A

Client: Colorado Coalition Against Domestic Violence (CCADV) and the Domestic Abuse Assistance Program (DAAP)

Project:
1. Develop meaningful, non-victim-blaming outcome measures to be integrated into current domestic violence reporting requirements (tool) for DAAP. Current tool (form) used to meet reporting requirements can be found at http://www.cdhs.state.co.us/oss/cwp/daap/daaphome.htm
2. Examine the differences and similarities among the current collection of Colorado domestic violence statistics (see below). What are the gaps in the data currently being collected by these sources? How and or can these groups work together to provide a more cohesive picture of the problem of domestic violence, since they come from such different positions in measuring the problem?
3. Develop and help implement a plan to include data from non-Domestic Abuse Assistance Program (DAAP) funded programs in the statewide data summary. The DAAP, located in the Colorado Department of Human Services, has the most comprehensive domestic violence services statistics currently collected in Colorado. However, there are a number of domestic violence programs that are not recipients of DAAP funding and therefore are not represented in DAAP’s annual services summary. Such a plan could include creating relevant data elements to be collected, determining how to get participation from the programs, and analyzing feedback from participants.

Timeframe: N/A

Contact Information: Jennifer Lynch, Information & Technology Director, Colorado Coalition Against Domestic Violence, jlynch@ccadv.org, (303) 962-0931 or 303-831-9632 x822. Or contact: Ruth M. Glenn, CDHS, Domestic Abuse Assistant Program, ruth.glenn@state.co.us, (303) 866-2855.

Date Received: N/A

Client: Beacon of Hope Outreach Center (BHOC)

Project: Several possible projects including: working with BHOC Executive Director to implement a life skills training program for disadvantaged families, training sections of the program, conducting assessments, evaluating processes, and reporting outcomes. Other projects include special events coordination, which includes assessing
and soliciting potential corporate sponsors for fundraising events, creation of proposals, and coordination of logistics for upcoming events.

**Timeframe:** N/A

**Contact Information:** Jasmine Green, jasmine.green@bhoc.us, www.bhoc.us, (303) 290-7412.

**Date Received:** N/A

**Client:** National Scholarship Providers Association (NSPA)

**Project:** An organization of over 195 members committed to improving student choice, access, and success in higher education. The NSPA seeks a graduate student to assist in the development of organizational policies such as personnel, travel, budget format, board meeting protocol and required documents, and with the development and organization of its permanent filing system. Additionally, the NSPA seeks assistance with research on access and retention in higher education to enhance membership value. If funding is awarded to the NSPA, the student would also participate with collecting data from NSPA members.

**Timeframe:** N/A

**Contact Information:** Amy Weinstein, Executive Director, National Scholarship Providers Association (NSPA), aweinstein@scholarshipproviders.org, www.scholarshipproviders.org, (720) 941-4498.

**Date Received:** N/A

**Client:** YESS – Youth Empowerment Support Services

**Project:** YESS – Youth Empowerment Support Services – provides peer mentoring to at-risk youth. High school students are trained to be peer educators and role models to at-risk middle school students. The high school mentors are trained in emotional intelligence skills which they teach to their mentees. As the agency is growing beyond the founder to several staff, YESS is seeking support in creating HR and financial structures. YESS needs to put together detailed HR policies and structures for employees, interns and volunteers. Further in the same realm, YESS has the goal to put in 2006 in place critical financial policies and internal controls to conform with future audits.

**Timeframe:** N/A

**Contact Information:** Carlo Kriekels, Executive Director, YESS Institute, carlo@yessinstitute.org, www.yessinstitute.org, (303) 722-3652 x 3204.
Client: Denver International Program (D.I.P.)

Project: A non-profit organization whose mission it is to build understanding among people and nations through professional training and cross-cultural exchange. To do this, the program brings mid-career professionals from around the world to Denver for short-term training, participation in local educational institutions, and home stays. D.I.P has a project working to redesign both the applications for potential host families and the evaluations of the hosting experience families complete at the end of the program. This project would involve working with our host committee and interviewing past hosts to evaluate the strengths and weaknesses of our current application and evaluation and then designing new forms to ensure we capture all necessary elements. The learning opportunities for the student who works with us include: research, exposure to non-profit management, and conceptual development of a project.

Timeframe: N/A

Contact Information: Claudia Theise, Executive Director, Denver International Program, Claudia.Theise@du.edu, (303) 871-2457.

Client: Colorado Energy Science Center (CESC)

Project: Create a Homeowner Program Design for Energy Efficiency Improvements. The potential economic and environmental benefits from implementing energy efficiency are enormous. But implementing energy efficiency is a complicated process for homeowners, which is why the Colorado Energy Science Center (CESC) provides resources to make it easier. CESC intends to increase the support to homeowners who wish to use energy more efficiently. Graduate students accepting our internship will play a key role, finalizing and implementing a homeowner survey, collecting the data, analyzing the results and writing a comprehensive summary report. They will also incorporate the findings and evaluate other successful program models around the country as they assist in designing a CESC program that increases the number of homeowners implementing energy efficiency. This program design will be used to produce a proposal for CESC's industry sponsors to fund the program's implementation.

Timeframe: N/A

Contact Information: Kirstin Marr, Editor-in-Chief, Smart Energy Living®, Colorado Energy Science Center, kmarr@energyscience.org, www.SmartEnergyLiving.org, (303) 216-2026 x 103

Date Received: N/A
Client: Big Thompson Watershed Forum

Project: The Big Thompson Watershed Forum (Forum) requests a graduate student to conduct research on building watershed stewardship through increased volunteer recruitment in the Big Thompson watershed. The Forum conducts several river and waterway cleanup projects annually to increase awareness of water quality issues and install a sense of watershed stewardship in our community. The proposed research project will address effective strategies to increase volunteer involvement in these and other Forum activities. Specifically, the project would address how the Forum can:

- Increase the number and diversity of volunteers at annual events
- Build a sense of community and commitment among Forum volunteers
- Utilize volunteers to increase watershed stewardship in community members’ daily routines.

The project deliverables will include a plan of action with a timeline and budget. The Forum would like to conduct an informal interview with the interested candidate(s) prior to final selection of a graduate student for this project.

The mission of the Big Thompson Watershed Forum is to protect and improve water quality in the Big Thompson watershed through collaborative monitoring, assessment, education, and restoration projects. The Big Thompson watershed receives water from the west slope via the Colorado-Big Thompson project. Accordingly, a significant portion of the water used by communities throughout Larimer, Weld, and Boulder counties flows through this watershed. Consequently, the Forum’s accomplishments improve the health and quality of life of more than 800,000 residents of Northern Colorado as well as the natural habitat within the watershed itself.

Timeframe: N/A

Contact Information: Diana Johnson, Associate Director, Big Thompson Watershed Forum, djohnson@btwatershed.org, www.btwatershed.org, (970) 613-6162.

Date Received: N/A

Client: The Junior League of Denver (JLD)

Project: The Junior League of Denver (JLD) is offering two projects of equal importance – one would be to help with program evaluation and developing a matrix to measure organizational success – JLD had begun the process of researching different evaluation tools but now need to implement. Second option would be to work on evaluating and determining Return On Investment for fundraising events.

Timeframe: N/A

Contact Information: AnneMarie Kemp, Managing Director, Junior League of Denver, akemp@jld.org, www.jld.org, (303) 692-0270 x102.
Date Received: N/A

Client: The Institute for Environmental Solutions (IES)

Project: An independent non-profit organization delivering proactive technically sound solutions to complex environmental and natural resource problems – without unwanted side effects. IES works with partners, stakeholders, and clients to solve multidisciplinary environmental problems. As a new and unique non-profit organization with a technical / scientific mission, IES needs very good easy-to-understand information to introduce itself to potential donors, stakeholders, and volunteers. Current Board members and participants understand the Institute’s unusual mission but, as scientists, engineers, and policy makers, IES is not always successful in communicating this to new colleagues. IES is looking for a graduate student with an interest in marketing and communication, as well as environmental improvement, to prepare public relations materials that will bridge the challenging gap between our mission and interested participants. Results could include a 2-page brochure, a 2-page (or less) Case Statement, new introductory web pages, and related materials. IES welcomes graduate student participation. IES will provide all the support necessary to make this a successful project.

Project #2: Grant Application for Startup Operating Funds: As a new and unique non-profit organization with a technical / scientific mission, IES needs outstanding grant application materials to apply for the hard-to-get startup operating funds from local foundations. IES is looking for a graduate student with an interest in non-profit development, communication, and funding. Results of this effort could include a completed draft Common Grant Application, research on relevant non-profit funding opportunities for IES, a draft development plan to obtain startup funds, and related materials. IES welcomes graduate student participation. IES will provide all the support necessary to make this a successful project.

Project #3: Market Analysis: IES needs an analysis of potential short- and long-term funding as part of its strategic plan. A market analysis could include:
A. Situation Analysis (strengths, weaknesses, opportunities, threats)
B. Critical Issues for the Future – Based on the strengths, weaknesses, opportunities, and threats facing the organization, what are likely to be the most important issues that IES will face over the next 2 to 3 years?
C. Comparative Market Analysis
D. Outreach Strategies
IES welcomes graduate student participation. We will provide all the support necessary to make this a successful project.

Timeframe: N/A

Contact Information: Carol E. Lyons, QEP President, Institute for Environmental Solutions, Carol@I4ES.org, www.InstituteforEnvironmentalSolutions.org, 303-388-5211.

Date Received: N/A
Client: Harrison Memorial Animal Hospital

Project:
1. Statistical Analysis
Harrison Memorial Animal Hospital collects various kinds of data on clients who come to the hospital for services, on the animals served, and the types of services provided. Although the process for gathering statistics is in place, a plan for the best use of the statistics has not been designed. A student could design such a program.
2. Client Surveys
Harrison’s clients range from senior, disabled, and low-income pet owners to those who are temporarily out of work, to students, and to clients who do not have economic difficulties and are willing to pay market rates for services. Data is collected only on the level of payment (from full pay for fully qualified for discounted fees). Other data on clients is not collected. A client survey which would indicate ethnicity, age, and other variables would be useful to the Development Department in putting together grant requests. A student could design a survey and create a plan for its use with clients.
3. Marketing Plan
Although Harrison has been around for a number of years and treats well over 16,000 animals each year, it is still not well-known in the greater Denver community. At the present time, the Executive Director has taken on the role of planning and carrying out marketing efforts. There is no specific marketing plan to follow. A student could create a marketing plan and make recommendations for its implementation.
4. Educational Programming
Harrison has never become very involved in providing educational programs either to the general public or to the professional veterinary community. It is important that the hospital move into this area. At the present time, an animal first aid class is being offered and there is a program with the Mile High Girl Scout Council called “Pets & Vets.” Other educational programs are needed. A student could create a list of potential educational programs as well as design a process for putting them together, advertising them, etc.

Timeframe: N/A

Contact Information: N/A

Date Received: N/A

Client: Colorado Municipal League

Project: Tabulate data for the annual Civic Awareness Program - a competitive awards program that honors municipalities who have innovative and successful techniques/programs that stimulate citizen involvement and/or awareness in local government. Over the past five years CML has collected quite an inventory of programs throughout the state and would like to use the information to create a CML publication. The end goal is to have organized information for municipalities that would include a range of programs and strategies for municipalities to further civic engagement in their
communities. CML already has the raw data, and would need a student to organize and synthesize the information, possibly do some follow up research with specific programs and do some comparative analysis of what strategies work, what don't, why, etc...

**Timeframe:** N/A

**Contact Information:**
Sara Reynolds, Training and Outreach Coordinator
Colorado Municipal League
Ph. 303-831-6411
Fax 303-860-8175

**Date Received:** N/A

**Client:** Town of Frisco, Environmental Stewardship Program

**Project:** With its mountain setting and proximity to some of Colorado’s major ski resorts, Frisco is on the front lines of climate change. The scientific consensus is that human activities are warming the planet and that the changes are likely to accelerate as emissions of greenhouse gases increase. When it comes to global warming, cities and towns are both the problem and the solution. They account for a significant percentage of all climate warming emissions. Local governments are taking the initiative to address this long-term sustainability challenge by addressing ways to increase resource conservation, reduce waste, maximize energy efficiency, increase alternative modes of transportation and fuel, and protect natural resources including air and water.

The Town of Frisco has begun to take a leadership role by incorporating numerous environmental sustainability initiatives into its recently adopted Master Plan and by incorporating these principals into various zoning ordinances. An environmental stewardship policy has been adopted by the town, to guide town functions. Additionally, Frisco has become an active member of the Rocky Mountain Climate Organization, which is a public-private collaborative effort to address climate change in the Rocky Mountains, and just recently the Town of Frisco endorsed the U.S. Mayors Climate Protection Agreement.

The purpose of this project is to create an implementation/action plan for the town, which would include measurable steps, to assist elected officials and staff in making environmentally responsible decisions, reducing our impacts to the natural world, and to further affirm Frisco’s commitment to addressing global climate change at the local government level. This project also could serve as a template for other small municipalities, to assist them in attaining their environmental stewardship goals.

**Timeframe:** N/A

**Contact Information:** Jocelyn Mills, Town of Frisco, Community Development Department, jocelynm@townoffrisco.com, www.townoffrisco.com, (970) 668-9130.
**Date Received:** N/A

**Client:** American Civil Liberties Union (ACLU)

**Project:** Work with Associate Director and Manager of Education and Development to develop a marketing plan for several of the organization’s educational programs including the Liberty Walk, Run and Festival of Rights.

**Timeframe:** N/A

**Contact Information:** Rachel Chaparro, 303-777-5482 x109, rchaparro@aclu-co.org. www.aclu-co.org.

**Date Received:** N/A

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**Client:** Town of Breckenridge Human Resource Division

**Project:** 1. Development of an HR Annual Report. Modeling off of other Town of Breckenridge (TOB) Division's Annual Reports would gather statistics and data on the various programs that HR is responsible for to include comparisons from previous fiscal year (2005) and current year and projections for FY 2007 programs. Will include a section on identification of "critical needs' and future work program.  
2. Work with Public Works on appropriate EEO tracking for federal grants. Will model off of TOB previous years' reports (if applicable), work with granting entities on requirements and providing analysis to HR and Public Works on current TOB performance of the EEO requirements.

**Timeframe:** N/A

**Contact Information:** Kate Boniface, Assistant Town Manager, Town of Breckenridge k8b@townofbreckenridge.com. 
Contact: Lorna Younger, Sr. HR Generalist, Town of Breckenridge, Lornay@townofbreckenridge.com; 970-547-3159

**Date Received:** N/A

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**Client:** American Humane Association

**Project:** 1) Literature review on migration and its intersection with child welfare policy and practices; 2) Child welfare supervision and leadership training- scan for available RFPs, search and review current provider trends, consider and make recommendations about cross-contextual possibilities for collaboration/delivery of supervision/leadership training within child welfare (including private community providers), juvenile justice, mental health, substance abuse and other intersecting systems; and 3) Review and evaluate past AHA Children's Services membership for
trends, design new membership development strategy at organizational, professional individual and advocate (interested persons) levels. Agency: American Humane Association, Children's Services Division. American Humane is a 130 year old national non-profit organization with a dual mission of protecting children and animals from abuse, neglect and exploitation.

**Timeframe:** N/A

**Contact Information:** Leslie Wilmot, Director of Child Welfare Training and Karen Kessen, Director of Systems Improvement of Public Child Welfare. (303)925-9489. lesliew@americanhumane.org. www.americanhumane.org

**Date Received:** N/A

The individuals below previously expressed interest in providing projects for students:

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