Request for Potential Planning Projects
2020 Toulan School MURP Graduate Planning Workshop

Proposals due: **Friday, December 13, 2019.**
Please email proposals to: murpworkshoppsu@gmail.com

- In the winter and spring quarters of 2020 graduate students in the Master of Urban and Regional Planning program at Portland State University will be creating and completing applied planning projects in a required course known as "the MURP workshop."
- This course is intended to give our students hands-on experience in conceiving, planning, and implementing a community-based planning project in close consultation with a committed client.
- In past years, workshop groups have completed projects for a wide range of public agencies and community groups.
- The resulting plans have, in many cases, been implemented, and many of them have been recognized with awards from state and national planning organizations. For examples of past projects, please visit our website at: http://www.pdx.edu/usp/master-urban-andregional-planning-workshop-projects.

**To assist students in identifying Workshop possibilities, we are sending out this request for projects to our alumni, neighborhood groups, community planning organizations, area nonprofit organizations, and the community at large.**

*Thanks! Dr. Marisa Zapata*

**SUBMISSION PROCESS**
- If you are interested in having a project considered for the upcoming workshop, please complete the attached application and email it to murpworkshoppsu@gmail.com by 5pm on Friday, December 13, 2019.
- Please answer each question as completely as you can, in the space provided.
- Please do not send additional materials or attachments currently.
REVIEW PROCESS

• We will acknowledge receipt of project proposals if they are sent to murpworkshoppsu@gmail.com.
• All proposed projects will be reviewed by teams of 4-6 students starting early January, and the teams will make their final decisions by mid-late January.
• All applicants will be informed of team decisions immediately thereafter.
• Clients and student groups will be expected to enter signed Memoranda of Understanding that spell out expected products, timelines, and mutual responsibilities for ensuring project success.
• All final project reports will be made available to the public on the Toulan School website.
• Project clients can use the products in whatever ways help to advance their aims.

If you have questions, please email either of the co-instructors for the workshop: Dr. Marisa Zapata, mazapata@pdx.edu or Prof. Deborah Stein, dstein@pdx.edu.

Application for Planning Assistance from the Toulan School MURP Planning Workshop in 2020

1. What is the title for your project?

2. Who is the client for this project?

**If there are additional people within your agency or organization who may be involved in guiding or influencing the students’ approach and/or desired product of this project, please list them and describe their roles.

3. What is the problem that your proposed project will attempt to solve?

Please note that we are seeking “planning projects.”

**A “planning project” addresses a specific problem or objective, has a specific geographic area of concern, requires the development and evaluation of alternatives, seeks are commended course of action, and depends on direct community consultation and participation with the student project team."
**Note that research projects, that don’t involve direct contact with and involvement of the public, projects that don’t analyze choices for clients, and purely site analysis/design projects are not acceptable for workshop purposes.**

4. What is the desired product, and how will it address an identified community need? How will it be used? What organization and/or which communities would benefit from this project?
**Please note that all products, though developed for and delivered to clients, will be shared with the public on the Toulan School website.**

5. Please describe how your organization addresses equity?

6. What resources, if any, can you provide to help support the completion of the project? Please check any that may apply (and any maximum, if applicable):
   - Travel expenses (transit, mileage reimbursement, etc.)
   - Meeting expenses (room rental, supplies, refreshments, etc.)
   - Incentives for community participation (e.g., gift cards)
   - Printing of draft and final documents?
   - Overnight accommodations, if students must travel outside the metro area
   - In-kind assistance
   - Other?

7. Please provide the contact details (name, role in the client organization, telephone number, e-mail address) for the person submitting the request on behalf of the client organization.
   - What the time commitment the client can guarantee (approximate),
   - Who will be regularly and consistently available during the winter and spring terms to interact directly with the student group?

Thanks!

Dr. Marisa Zapata, Assistant Professor, Toulan School of Urban Studies and Planning, Tel: 503-725-5179; email: mazapata@pdx.edu

Ms. Deborah Stein, Adjunct Instructor, Toulan School of Urban Studies and Planning, dstein@pdx.edu