

PLCY/HBEH 748: Design Thinking for the Public Good Community Partner Memorandum of Understanding – Semester-Long Project

Memorandum of Understanding

Between

PLCY/HBEH 748 Teaching Team + Students

and

[Community Partner]

This Memorandum of Understanding (MOU) sets for the terms of commitment between the PLCY/HBEH 748 class participants and the [community partner] for collaboration on the Semester-long Project in Spring 2024.

Purpose

The PLCY/HBEH 748 Design Thinking for the Public Good course will train an interdisciplinary group of graduate students to apply the mindsets, methods, and process associated with design thinking (i.e. human-centered design) to solve complex social, environmental and/or economic problems. Community partners who are tackling real world challenges ground the course in the form of an applied case study our students can collaborate on. Our goal is to build reciprocal value during the partnership - for the benefit of student learning and in the creation of impact with the community served.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from [list partners]. This MOU shall become effective upon signature by the authorized officials from the [list partners] and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from [list partners] this MOU shall end in May 2024. **Your assigned Semester-long project will meet on Wednesdays from 11:15 am - 2:15 pm EST. Meetings will be via Zoom (virtual).**

We expect community partners to attend Wednesday class sessions from 11:15 am – 2:15 pm EST on the following dates:

1. Class 6 (2/14/24): Semester-long project intro
2. Class 9 (3/6/24): Community Partner session #1: Inspiration

3. Class 13 (4/3/24): Community Partner session #2: Ideation
4. Class 14 (4/17/24): Community Partner session #3: Ideation
5. Final exam period between 4/29-5/3 (TBD): Final presentations

Terms

As a Semester-long project partner of PLCY/HBEH 748, your organization will receive the following:

1. Interaction with up to five interdisciplinary teams of graduate students.
2. Written summaries and lessons learned from design sprint exercises with stakeholders led by students that address an identified organizational challenge.
3. Findings and recommendations to community partners at the conclusion of the semester long project.

In exchange, your organization agrees to:

1. Appoint one person within the organization to serve as a primary contact person to the course;
2. Commit approximately 15-20 hours over the course of the semester to working with the Teaching Team and student teams;
3. Attend one, 1-hour onboarding session via Zoom with the Teaching Team and other Semester-long project community partners at the start of the semester;
4. **Recruit 10+ stakeholders for each of the three Stakeholder sessions and provide their name, email, role, and organization to the Teaching Team at least two weeks in advance of the first session;**
5. Educate our students on their particular problem/challenge and provide scheduled access to users who can provide feedback, respond to student questions, and co-create ideas to test alongside our students;
6. Review written plans for stakeholder sessions developed by student teams and provide feedback before stakeholder sessions;
7. Attend final presentations;
8. Complete feedback surveys and exit interviews with members of our Teaching Team via Zoom so we can continue to improve the experiences for community partners; and
9. With your approval, allow the Teaching Team to use Client's name, logo, and case study in the Graduate Certificate in Innovation for the Public Good's print and digital communications such as website, newsletters, press releases, and internal training documents. HBEH 748 is the core course for the certificate as well as the required course for the design track in the Master of Public Policy degree program.

Compensation

There is no fee required to participate as a community partner. This partnership is offered in-kind as an experiential learning opportunity. Community partners are also welcome to audit the PLCY/HBEH 748 course throughout the semester at no cost.

Contact Information

Name of primary contact person:

E-mail:

Position:

Organization:

Address:

Telephone:

Community Partner signature

Date

PLCY/HBEH 748 Teaching Team member signature

Date