Now that we have a finished survey, the first step of our project this spring will be to write a brief proposal. This proposal should demonstrate to me that you understand what we have done with the project so far and what the general plan is moving forward.

**Whereas the survey was a group effort, the proposal is done individually. Due 3/4.**

The proposal should be no less than two and no more than four typed pages with 1-inch margins, 12 pt. times new roman font, and 1.5 line spacing.

The project proposal is a detailed outline of everything we have done so far on the project and a look forward to how the project will unfold in the spring. The first thing we will do in the spring is refine these proposals and develop a clear plan for administering and analyzing the survey. The proposal should answer the W’s for our project:

1. **Who/Where?** – Provide a brief synopsis of MLF and their mission. You can write this section based on your notes from our meeting with MLF and/or information from MLF’s website: mlf.org.

2. **What?** – Explain the major question(s) we are interested in answering.

3. **Why?** – Why is the question you listed above worth answering? What value can be gained by reading the results of your final project? Why should anyone care about this?

4. **How?** – Explain the different stages that we have worked through this fall. How did we get to where we are with our polished survey?

Propose a plan for administering the survey in the spring (this is the major point of the proposal). The proposal should draw heavily from Unit 1 concepts and terminology (sampling methods, bias, scope of inference, etc.). There is not a ‘right answer’ to what you should propose. The main idea is that you demonstrate to me that you have considered the relevant information from Unit 1 and then applied that information in developing a practical survey administration plan. As mentioned above, we will refine this in the spring. This is your first draft of a proposal.

For this section of the proposal you should draw from the information on the following page that comes from a conversation I had with Tricia Graham of Mobile Loaves and Fishes:
- We will be convenience sampling. There will only be 20-25 residents who live on the property during this spring semester (there will be closer to 200 when the property fills up over the next year). We will survey all 20-25 as a non-random sample.
- The question at hand is “Is our sample representative of the population?” In this case the population would be all 200 residents who will fill out the property. You need to clearly address this question.
  o Every one of the 20-25 people on the property has been chronically homeless at some point and came to MLF from the streets.
  o They have also all been connected to MLF for a sustained period of time, either living in an RV park through MLF first or just being involved in the ministry in a significant way.
- The plan right now will be to take a field trip to the property on Friday, April 8, during an event MLF calls “Free Hamburger Fridays.” As the name suggests, this typically draws a big turnout and we can capture as much of the 20-25 people as possible.
  o Both for safety and ease of surveying reasons, we are suggesting pairs of students conduct each interview
  o You will read the survey questions and record the responses of the residents (you won’t hand them a survey to fill out)
- MLF will provide more details as those dates approach as far as a list of names, or the details on how they will assist us in identifying the people we are to survey.
  o Your proposal should clearly address what additional help you will need from MLF on the day of the survey in order to gather data

5. When? – Your proposal should clearly tie in the key dates from the calendar that you have been provided with. Our target for gathering data is Friday, April 8 (With April 15 as a back up in case of weather). We will arrive at the property around 10 AM and stay until around 2 PM, or until we have gathered all the data that we can. Your analysis will be presented to MLF on May 5.

An excellent sample proposal from a previous project is provided for you as a reference in the “Project Information” folder. Pay particular attention to the ‘How?’ section.

Be sure that your name is included at the beginning of your proposal. Email your proposal as a word document to Mr. Wilkerson by the end of the day Friday, 3/4 (the last day before class trips/spring break).