

Comparative Public Management -Final Paper Guideline-

Students will write a policy brief paper as the final paper assignment. A policy brief is a concise summary of a particular issue, the policy options to deal with it, and some recommendations on the best option. In general, it aims to target a non-specialized audience such as policy-makers, NGO staff, journalists, and the general audience. But, for this class assignment, your policy brief readers are policy-makers (politicians or civil servants). Assume that your readers do not have detailed knowledge about the topic/issue you explore. They are also not scientists or experts in the area of your choice. Assume that the policy-makers are busy, and they need to quickly understand your arguments.

-Goal of your policy brief

There are two types of policy brief. One is an **advocacy brief**, which argues in favor of a particular course of action. The other is an **objective brief**, which gives balanced information for the policy maker to make up his/her decision. Students should select one of these types.

-Issue or problem

Students are expected to select one specific issue from the topics covered in class. Examples of such topic include but not limited to the followings:

- Does meritocratic recruitment in bureaucracy reduce levels of public sector corruption?
- Does gender representation in bureaucracy lead to more women-friendly policy outcomes?
- How does quality of government impact citizens' support for government?
- Does impartial government foster innovative behavior of private companies?

The narrower the issue/problem is, the better your policy brief is. Students should consult their choice of topic with the instructor. It is a great idea if students want to take advantage of this opportunity to develop their master thesis ideas.

-References, policy brief length, and styling

Students are expected to use **one or two class readings** either from the required or recommended readings as well as **two or three** outside class readings. Your policy brief should **not exceed 3,000 words, including foot/endnotes, but excluding references**). You are expected to design your policy brief with your readers in mind. Remember that the policy-makers are busy people, and you need to let them quickly catch the points you raised and understand your argument. You should consider using graphics such as graphs, diagrams, maps, charts, and tables which help your readers understand your argument quickly and effectively. Also consider using bold or italicized fonts, color, bullets, and other styling tools.

-Organization of your policy brief

For this assignment, your policy brief should be organized as follows:

- Title: you should clearly communicate your topic or your position
- Key messages: a very brief summary of your policy brief
- A brief introduction: Introduce and summarize your argument
- A brief description of the problem: Clarify the issue/problem your policy brief focuses on
- Background and purpose: Discuss the situation that led you to address the issue you selected
- Findings: Present findings from your readings. You should provide evidence to support your argument.

- Conclusions and recommendations: Conclusions of your policy brief and specific and actionable recommendations that you want your readers to adopt (in case of **advocacy paper**) or a summary of policy alternatives that policy makers should know
- Bibliography: You should provide the full bibliographic citations at the end of your policy brief so that the instructor and your readers can find these documents.

Final papers should be submitted via Blackboard. **Deadline for the policy brief paper is between November 15 and December 13. Each student should declare his/her own preferred deadline to the instructor.**

Useful websites for policy brief writing

FAO-Preparing policy briefs

<http://www.fao.org/3/i2195e/i2195e03.pdf>

IDRC-How to write a policy brief

<https://www.idrc.ca/sites/default/files/idrcpolicybrieftoolkit.pdf>

International Center for Policy Advocacy-An essential guide to writing policy briefs

https://www.icpolicyadvocacy.org/sites/icpa/files/downloads/icpa_policy_briefs_essential_guide.pdf

Examples of policy brief paper

United Nations Economic Commission for Africa

https://www.uneca.org/publication-list?field_publication_type_value=Policy+Briefs&field_publication_theme_category_tid=All&field_publication_year_value%5Bvalue%5D%5Byear%5D=&title=

Basel Institute on Governance

<https://www.baselgovernance.org/taxonomy/term/257>

Center for Strategic & International Studies

https://www.csis.org/analysis?&type=publication&field_publication_type%5B1%5D=781&field_categories_field_tags%5B2%5D=1379