

## Concept Paper Guidelines

Your concept paper must include the following sections and subsections:

(A) **Title Page (Paper Title, Your Name)**

(B) **Section I** (3 pages maximum). The overall purpose of this section is to convince your audience why they should care about your topic. This section must be **HEAVILY REFERENCED** – that your statements must be supported by empirical evidence and references to the existing body of knowledge on the subject matter of your paper. To help you accomplish this, the introduction must be divided in short five sections using the following subheadings:

**Introduction** – an empirically based statement that provides the broader context for the issue you plan to examine/study.

**Statement of the problem** - a more specific narrative describing the nature of the problem/issue.

**Purpose** of the paper – in this section you will state what you plan to accomplish in your project in relation to the above issue/problem.

**Research question(s)** - here you will state the specific questions you plan to explore

**Significance** – here you will state why your project is important to pursue. What are the broader benefits to be gained by learning the answers to your research questions? The importance of your project can be stated in terms of real life benefits (i.e., improved real life outcomes) and/or theoretical/knowledge/policy-related implications of your topic.

(C) **Section II (5-7 pages).**

- **Introduction to the section**

- what you will accomplish if this section
- outline of how the section is organized

- **Detailed Review of Empirical Studies**

- the purpose of each reviewed study;
- how the study was conducted (sample, type of data collected and how - the methods)
- the main findings of each study as relevant to your research project

- **Conclusion**

- what you want your reader to know after he/she finished reading this section

(D) **Bibliography/References**