



Sustainability Capstone Pre-Proposal Form - ENVR 599

Independent Research Capstone

After completing all other course work and degree requirements, you are eligible (if pursuing the capstone track) to enroll in ENVR 599 or ENVR 599a. In ENVR 599, you will work on an individual research project. In ENVR 599a you will complete a consulting project for a real-world organization of at least 50 employees. This proposal form is for ENVR 599 only.

In the term prior to enrolling in ENVR 599, you are **required** to register for ENVR 598 Sustainability Capstone Proposal Tutorial. In this tutorial, you will undertake the research necessary to have a fully formed project when ENVR 599 begins. It involves in-person, e-mail, and/or Zoom web conference meetings with your research advisor.

Most capstones are between 30 and 40 pages. The capstone is an excellent opportunity to apply what you have learned in the program to a real world problem to support your future career aspirations. For example, completing an energy assessment for a green building project, a life cycle analysis, or a cost-benefit analysis that includes environmental considerations. You will work with the capstone instructor to decide on the exact format, although most capstone projects have five chapters:

- Chapter I Introduction (presentation of the problem, significance, definitions of terms)
- Chapter II Background (short targeted literature review and limitations of the study)
- Chapter III Methods (research work plan)
- Chapter IV. Data and Results (if applicable)
- Chapter V. Discussion, Conclusions, and Recommendations (presentation of the findings, implications for practice, and suggestions for future research).

To begin the process, answer the following six questions and send via email to ALMcapstones@dcemail.harvard.edu. Please include your full name, prior education, and current employment in your email. Please put "Capstone Pre-Proposal" in the subject line.

1. What is the working title?
2. Why was this topic chosen?
3. What research methodology is to be utilized?
4. What do you hope the project will accomplish?
5. How has your Sustainability coursework prepared you for this undertaking?
6. Please include references showing the applicability of the topic and research method.

Please note: When you register for this course, you will receive a registration status of Waiting for Placement (WP). The program office must review your academic record to ensure you meet the published prerequisites. Your status will change to Registered (RE) once confirmed.