

Executive Master of Public Administration
Intensive Field Experience – Student Trip Fee
2021-22 Academic Year

Each Executive MPA cohort has the opportunity to travel for two one-week intensive field experience courses. In the first six months of the program, students will travel to Washington DC for PA 539 National Policy Process Seminar. This seminar is designed to give students a weeklong deep dive into policy process at the national level.

During the cohort’s fifth term in the program (the second fall term), the cohort will split into self-selected groups to travel to South Korea or Vietnam.

National Policy Process Seminar

We are greatly inspired by the legacy of the late Senator Mark O. Hatfield. Senator Hatfield, 1922-2011, espoused a vision of bipartisanship, social justice, science-informed policy, localized governance, environmental protection and restoration, and place-based leadership and problem solving. The National Policy Process in Washington, D.C is celebrating over 40 years of seminars. The NPP was initiated in 1976 and has been offered by the Mark O. Hatfield School of Government since 1996, following the merger of the Lewis & Clark College of Public Administration with Portland State University.

The student fee of \$2000 for this trip will be billed in two equal installments: the first \$1,000 billing in term one of the program and the second \$1,000 billing in term two of the program. This fee covers lodging, faculty/staff travel to facilitate the course, a guided bus tour, 3 cohort dinners, and small gifts for those we meet with during the seminar (see full breakout below.)

2021 Washington DC: National Policy Process Seminar (Saturday, February 27-Friday, March 5 2021)			
	Fee	Total	Notes
DC Trip fee	\$2,000.00	\$40,000.00	Based on 20 student cohort
Total Trip Revenue	\$40,000.00		
Personnel (CPS Payroll)	Wage+ OPE	Cost Per Student	
EMPA Program Manager	\$ 1,100.00	\$55.00	<i>Approximately 20 hours of labor</i>
Graduate Admin Assist	\$ 900.00	\$45.00	<i>D.C. trip support personnel</i>
Subtotal Personnel	\$2,000.00	\$100.00	
Services & Supplies			
Description	Cost	Cost per Student	
Hotel Sofitel	\$ 30,360.00	\$ 1,544.00	20 Students + PA 533 (Policy) faculty, PA 539 faculty, and EMPA Program Manager
Faculty Flight	\$ 578.00	\$ 28.90	Round Trip Direct
Program Manager Flight	\$ 578.00	\$ 28.90	Round Trip Direct
Faculty Flight	\$ 578.00	\$ 28.90	Round Trip Direct
Bus Tour	\$ 760.00	\$ 38.00	Broadway Bus 8:30am-2pm Tour Schedule
Bus Tour Food	\$ 83.00	\$ 4.15	Light lunch snacks for cohort
Sunday Cohort Dinner	\$ 850.00	\$ 42.50	Set Menu/Venue Rental for Private Dinner Space
Tuesday Cohort Dinner	\$ 840.00	\$ 42.00	Set Menu/Venue Rental for Private Dinner Space

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Thursday Cohort Dinner	\$ 825.00	\$ 41.25	Set Menu/Venue Rental for Private Dinner Space
NPP Trip Materials & Agendas	\$ 261.00	\$ 13.05	Printing, shipping and/or checked baggage
Staff/Faculty Metro Passes	\$ 120.00	\$ 6.00	Fee Per: 38 weeklong + 2 for card
Speaker Appreciation	\$ 280.00	\$ 14.00	Tokens of Appreciation presented by Cohort Members
Staff Reimbursement	\$ 460.00	\$ 23.00	Per diem meals, airport transportation
Faculty Reimbursement	\$ 460.00	\$ 23.00	Per diem meals, airport transportation
Faculty Reimbursement	\$ 460.00	\$ 23.00	Per diem meals, airport transportation
Subtotal S&S	\$37,493.00	\$ 1,900.00	
	Program Total	Cost Per Student	
Total S&S + Personnel	\$ 39,493.00	\$ 2,000.00	

Vietnam Case study Details:

The EMPA students have the unique opportunity to travel in partnership with the Vietnam Oregon Initiative, whose mission is to leverage the existing diverse relationships across government, business, and academic sectors between the State of Oregon and Vietnam for mutual trust and deepened partnerships.

Our Values:

The values of Mark O. Hatfield, what we call the "Hatfield Way", drives the conception and operation of VOI. Senator Hatfield was moved to life in public service by his initial visit to Hai Phong harbor immediately following World War II. The Hatfield Way includes the following core values:

- Do what is right in interaction with diverse others;
- Be fair and promote social justice;
- Allow space for the voice of under-represented humans and natural resources;
- Participate in the formation of innovative institutions in service of the common goods;
- Be mindful of, and balance, competing public values; and
- Resolve conflicts and aggression peacefully.

These values are compatible with many of the core values of Vietnamese society. One additional value that VOI embraces, grounded in its experience with successful cross-cultural partnerships, is that working together should be serious in nature and involve enjoyment of the human spirit-what we call "serious fun".

Students trip will be a week-long including a cultural immersion day to Ha Long Bay, dialogue with the National Assembly in Hanoi (Northern Vietnam), and travel to Hoi An/Da Nang (Central Vietnam) for a joint seminar with mid-career government professionals from Saigon (South Vietnam).

2020 Vietnam (9 days/8 nights: 10/19-10/27) Hanoi & Hoi An		
*Cost Per Student (Assumes 1 faculty 1 staff and 9 students)		
\$150 IELP surcharge is an administrative/operational fee from Office of International Affairs to process the students' study abroad application and manage their health insurance process.		
\$616 IEP EMPA Faculty Led fee covers lodging, meals and insurance/taxable:		
Trip Expense	Program cost	Per Student Costs
Hanoi Hotel (5 Nights)	2700	300
La Recidencia Hotel (3 nights)	1800	200
International Insurance		27
Group Meals	800	89
Subtotal per Student		\$616
\$1234 trip fee covers other travel expenses/non-taxable:		
Trip Expense	Program cost	Per Student Costs
Faculty Vietnam Flight	1700	189
Faculty Perdiem Reimbursement	900	100
Faculty Visa	205	23
Staff Flight	1700	189
Staff Perdiem Reimbursement	900	100
Staff Visa	205	23
In-Country Flights	1500	167
Ha Long Bay Educational Boat Tour	1200	133
Cultural Outings (Museums)	100	11
In-Country ground transportation	300	33
Translator	300	33
Printing; trip Agendas, etc...	100	11
Office Coordinator and/or Graduate Assistant support	2000	222
Subtotal per Student		\$1,234
Total per Student Cost		\$2,000

Seoul Korea Case-study

The other international trip option is to participate in a weekly long case study in Seoul Korea. Portland State University's EMPA is one of twelve programs with an established MOU with the University of Seoul/Seoul Metropolitan Government

Students will have lectures on Seoul's policies and will visit relevant field sites. The EMPA students arrive Friday evening for a Saturday cultural day and then join the rest of the case study participants on Sunday for a city tour that will give you the taste of the urban and traditional culture of Seoul.

Topics of past case study lectures included: Urban Planning, Transportation, e-Government, Water Management, Housing Policy, Waste Management of Seoul Metropolitan Government (SMG). Students

will visit TOPIS (Transport Operation and Information Service), Cheonggyecheon Museum, Seoul Emergency Operation Center (EOC) and Waste Recirculation Center and etc. The topics of lectures and field visits are subject to change but will be firmly fixed by the 2nd week of October.

Students Participation

The Seoul Case Study Program has been designed to promote exchanges of ideas between the students and SMG. Not only does SMG share its good practices with the students, but it likes to receive their creative ideas. In each lecture session, students may voluntarily share opinions on SMG's policy. To facilitate more active exchanges of ideas between participants and SMG, there be group discussion sessions where students will form a group and give a presentation on Seoul's policies and offer suggestions.

2020 Seoul Korea (9 days/8 nights: 10/20-10/28) University of Seoul/Seoul Metro Government Case study		
\$150 IELP surcharge is an administrative/operational fee from Office of International Affairs to process the students study abroad app and manage their health insurance process.		
\$616 IEP EMPA Faculty Led fee covers lodging, meals and insurance/taxable:		
Trip Expense	Program cost	Per Student Costs
Seoul, Korea (8 nights)	3700	411
International Insurance		27
Group Meals	800	89
Subtotal per Student		\$616
\$1234 trip fee covers other travel expenses/non-taxable:		
Trip Expense	Program cost	Per Student Costs
Faculty Seoul Korea Flight	1700	189
Faculty Perdiem Reimbursement	900	100
Faculty Visa	205	23
Staff Flight	1700	189
Staff Perdiem Reimbursement	900	100
Staff Visa	205	23
In-Country Flights	1500	167
Cultural Outing Guided Tour	1200	133
Cultural Outings (Museum entrance fees)	100	11
In-Country ground transportation	300	33
Translator: U of Seoul	300	33
Printing; trip Agendas, etc...	100	11
Office Coordinator and/or Graduate Assistant support	2000	222
Subtotal Per Student		\$1,234
Total per Student Cost		\$2,000