

Katherine M. Svitavsky

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Skills Profile

Strong researcher, trained in visual representation of data, program evaluation, quantitative methods, Stata, and ArcMap.

Versatile communicator, experienced in drafting grant RFOs and applications, journal articles, policy briefs, and summaries of technical information. Capable public speaker. Comfortable with collaboration and revision; experienced in Adobe InDesign.

Knowledgeable public servant, experienced in municipal government and the legislative process as a former elected official.

Education

Humphrey School of Public Affairs
University of Minnesota-Twin Cities
Master of Public Policy, June 2018
Minor: Urban and Regional Planning

University of Wisconsin-La Crosse
Bachelor of Arts, Highest Honors, May 2015
Majors: Public Administration, Political Science
Minor: Professional Writing

Experience

Department of Employment and Economic Development, State of Minnesota

Policy and Performance Analyst – Unemployment Insurance (UI) Program, Saint Paul, MN, August 2019-Current

- Respond to legislator, stakeholder, and Department of Labor requests for information about Minnesota's implementation of the federal CARES Act during the COVID-19 pandemic
- Wrote \$10 million+ Request for Offers for major, multi-year upgrades to UI technology infrastructure; create presentations and progress summaries for state legislators
- Serve as business representative for technology upgrades to the UI benefit application's presentation layer; projects estimated to exceed \$5 million
- Support senior leadership in estimating costs of policy changes and drafting fiscal notes for legislators
- Create public-facing communications materials for applicants, employers, and stakeholder groups, utilizing plain language principles and adhering to DEED's accessibility standards

J. Murphy & Associates

Project and Grant Manager, Minneapolis, MN, November 2018-August 2019

- Wrote grant applications totaling \$4.8 million+, specializing in federal and state government grants
- Managed process for 20+ grants monthly, monitoring deadlines, workflow, and workload to ensure quality
- Researched and identified grant opportunities for clients; communicated with foundation staff to assess organizational fit
- Drafted boilerplate language for new clients to incorporate in grants and communications projects
- Completed grant reports for clients to demonstrate progress on identified objectives

City of Minneapolis Department of Community Planning and Economic Development

Business Technical Assistance Program Assistant, Minneapolis, MN, January 2018-September 2018

- Scheduled and coordinated logistics for trainings serving 200+ Minneapolis small business owners and entrepreneurs, particularly women, people of color, and low-income individuals
- Wrote successful, gold-level submission for International Economic Development Awards and article for IEDC Journal
- Evaluated program effectiveness by analyzing technical assistance records using SharePoint, ArcMap, and Excel
- Responded to client and provider inquiries about B-TAP; met with business owners to discuss current needs

University of Minnesota Extension/Red Lake River Corridor Joint Powers Board

Program Assistant, Crookston, MN, Summer 2017/Summer 2018

- Wrote successful \$2.3 million grant to the Greater Minnesota Regional Parks and Trails Commission for river infrastructure improvements; wrote successful \$20,000 grant to the Northwest Minnesota Foundation
- Met with elected officials and stakeholders to design projects for inclusion in grant
- Coordinated with the University of Minnesota Extension office, six cities, three counties, and one watershed district to define project goals and strategy for increasing recreational use of the Red Lake River

People Serving People

Educational Services Associate, Minneapolis, Minnesota, October 2015-December 2017

- Planned and facilitated lessons for groups of K-5 children experiencing homelessness, managing conflict and supporting their emotional and academic development
- Supervised 25 volunteer tutors and 25 students per week, designed internal volunteer tracking and attendance system

La Crosse City Council

Council Member, La Crosse, Wisconsin, May 2012-May 2015

- Appointed in Spring 2012 and elected in Spring 2013 to represent over 3,500 residents in the fifth aldermanic district
- Sponsored legislation to recreate rental housing registration/inspection program to improve the city's housing stock
- Served on the Finance & Personnel committee, Single Family Conversion committee, and La Crosse Center Board
- Led a variety of community outreach projects engaging multiple stakeholders, including neighborhood associations, elected officials, residents, and students. Projects included voter registration events and educational campaign about UW system budget cuts

Research

University of Minnesota Humphrey School of Public Affairs

Capstone Project, Minneapolis, MN, September 2017-May 2018

- Researched connection between eviction filings and Hennepin County-funded homeless shelter utilization, and to what extend county-funded Emergency Assistance Program prevents homelessness
- Worked on quantitative team to estimate the probability of shelter entrance based on appearance in an eviction court; team utilized a Cox proportional hazard model and propensity score matching to obtain results
- Report available here: <https://www.hennepin.us/-/media/hennepinus/your-government/projects-initiatives/end-homelessness/humphrey-report-eviction-homelessness-may-2018.pdf>

Graduate Assistant, Minneapolis, MN, September 2017-May 2018

- Worked on a small team to research and analyze capital budgeting practices across 50 states for Volcker Alliance project
- Designed and administered survey to current students and alumni about Humphrey School curriculum
- Compiled information on entrance requirements and curriculum standards for review by Humphrey Curriculum Committee

Institute for Local Self-Reliance

Community Broadband Networks Intern, Minneapolis, Minnesota, June 2016-July 2017

- Conducted research on rural Internet access, local responses to state and federal legislation, and Internet infrastructure
- Produced articles, fact sheets, reports, policy memos, and infographics for Muninetworks.org about community networks across the US and federal and state policies affecting local authority

Independent Undergraduate Research Project, University of Wisconsin-La Crosse

Researcher, University of Wisconsin-La Crosse, La Crosse, WI, Spring 2014-Spring 2015

“Expediency over Ethics: Rhetorical choices and implications of the media of ChildFund International”

Funded by the University of Wisconsin-La Crosse's Office of Undergraduate Research and presented in spring 2015 at the UW System Undergraduate Research symposium, this research discusses the negative implications of how nonprofits frame humanitarian work and suggests more ethical alternatives for practitioners.

Recognition

Fall 2016: James E. Jernberg Fellowship for Public Service (2 years), Humphrey School of Public Affairs

Spring 2015: Commencement Speaker, UW-La Crosse Graduation Ceremony

Spring 2015: John E. Magerus Award for Outstanding Graduating Senior in the College of Liberal Studies

Spring 2015: Richard and Sally Koehler Student Staff Award, UW-L Office of Residence Life

Spring 2014: Maurice and Elizabeth Graff Scholarship for Political Science and Public Admin., UW-L Foundation

Spring 2013: Dr. Richard Lindblad Political Science Award, UW-L Foundation

Spring 2013: Dr. Joseph Heim Scholarship, UW-L Foundation

Spring 2012: UW-La Crosse Thomas Harris Award for promotion of diversity, UW-L Office of Residence Life