

Grant Proposal Writing
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Available immediately before or after class or by appointment

Schedule

The following schedule is **tentative and subject to change**.

- 5/15—6/26 *Proactive Grant Proposal Writing*
These classes will cover the basic elements of a grant proposal—with an emphasis on developing problem statements, linear arguments, goals & objectives, outputs & outcomes. We will create a skeleton proposal and a one-page proposal. Students will choose an organization and project—either real or made up for the first two grant projects.
- 5/15-5/22 *No Class Meeting, Short Proposal Assignment (Individual)*
- 5/29 *Short Proposal Due, Skeleton Introduction/Outputs & Outcomes*
- 6/5 *Budget Basics & Logic Model*
- 6/12 *Skeleton Draft Due/Reflection/Peer Review/ Searching for Grants*
- 6/19 *Skeleton Revisions Due/Grant Match Assignment Due/Discussion-RSPs into Letters*
- 6/26—7/27 *Reactive Grant Proposal Writing, RFPs, supportive documents, attachments and reporting basics*
- 6/26 *Reactive Proposal Writing RFPs Harrison Foundation Proposal as Classroom Exercise*
- 7/3 *Federal Project Begins/Federal Sample Review & Discussion*
Students will choose from a list of governmental or non-profit “identities” which they will use when writing a proposal for federal Victims of Crime Act and/or Violence Against Women Act funding utilizing the Criminal Justice Coordinating Council’s VOCA/VAWA RFP.
- 7/10 *No Class Meeting*
- 7/17 *Federal Budget Basics & Supporting Documents*
- 7/24 *Federal Draft Due/Peer Review/Ask the Funder Session*
- 7/31 *Federal Revisions Due/Grants Administration*

Evaluation

15% Class Participation: This is a long class, and it's in the evening too! Each session will be more interesting if you participate in discussions and classroom exercises. Attendance is mandatory. Your participation grade will suffer if you miss more than one class.

25% Skeleton Grant Assignment: Writing quality, connection between need statement to project, objectives to evaluation, clarity of activities, clarity of logic model, and reasonableness of budget will contribute to grade.

15% Really Short Proposal

35% Federal Application (VOCA/VAWA): Writing quality, logical reasoning and argument, reasonableness of budgets, clarity of logic model, quality of attachments, use of statistics, demonstration of concepts covered during the semester will all contribute to the overall grade.

10% Peer Reviews & Small Assignments: Students will rate others' grant proposals and justify their score. This is the same process utilized by the CJCC and other funders to rate proposals. Students will be judged on the quality of their review, adherence to scoring rubric (when applicable), and thoughtfulness of comments.

Accommodations

Disabilities: Let me know if you have a disability that requires accommodations and we will make arrangements. <http://www.dissvcs.uga.edu/auxiliaryaidservices.html>

Etiquette and Policies

Class Etiquette: Please be on time to class and return from breaks on time as well. Refrain from using cell phones, surfing the web, reading newspapers, etc. during class. If it becomes evident that students are abusing laptop privileges, computers will no longer be accepted in class. Thank you.

Deadlines: Grant proposals must be turned in at the start of class (6:30pm by clock in classroom). No exceptions. **Your grade will suffer if a grant proposal is even slightly late.**

Academic Honesty: All academic work must meet the standards contained in "A Culture of Honesty." Students are responsible for informing themselves about those standards before performing any academic work. <http://www.uga.edu/ovpi/honesty/acadhon.htm>