

Grant Writing Essentials For Graduate Students



Jackie Stein
Director of Research Development

**Covered
in this
workshop:**

Grant Writing Essentials For Graduate Students:

- Benefits of applying for funding as a graduate student
- Where to search for funding.
- How to get more information on a funding opportunity.
- Analyzing a funding opportunity to see if it's right for you (*Hands-on Exercise*).
- Organizing to write.
- Important considerations for writing.
- Handling rejection - what to do if you don't get funded.

Start
early...

Now.

Getting funded in as a graduate student means:

- Money to complete your research project!
- Limited competition - odds are that the pool of competitors will probably never again be this small...
- A track record that will help you achieve professional success as a faculty member or researcher.
- Students who seek funding while still in graduate school may be more attractive to future employers - whether they plan to work in the academy, consulting or business worlds.

What are you looking for?

Be deliberate.

Any road will get you there
if you don't know where you're going.

grant forward

Use ODU's Funding Search Engine to find funding and sign up to receive alerts regarding relevant grant opportunities.



New Sponsors

U.S. Department of Veterans Affairs

Federal/State

Added 14 hours ago

U.S. Embassy Kingston, Jamaica

Federal/State

Added 15 hours ago

Royal Caribbean International

Corporate

Added 20 hours ago

International Association of Inflammation Societies

Other

Added 20 hours ago

Speh Foundation

Foundation

Added a day ago

[See all Sponsors](#)



New Grant Opportunities

National Native Health Research Training Initiative

Indian Health Service

U.S. Department of Health and Human Services

Added 14 hours ago

Rural Housing Awards

Housing Assistance Council

Added 14 hours ago

Georgia Patient Centered Medical Home Supplemental Funding Grant

Georgia State Office of Rural Health

Added 14 hours ago

New Mexico Hero of Health Award

Con Alma Health Foundation

Added 14 hours ago

Accountable Health Communities: Track 1 - Awareness

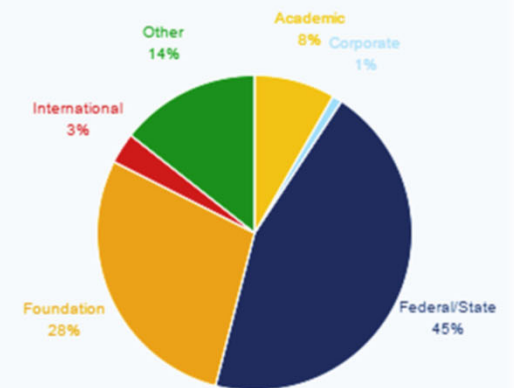
U.S. Department of Health and Human Services
Centers for Medicare & Medicaid Services

Added 14 hours ago

[See all New Grants](#)



GrantForward Distribution



Inventory Updates



28 New Sponsors were added to the system within the last 7 days.



936 New Opportunities were added to the system within the last 7 days.

Other Strategies to Find Funding...

- Look for general funding opportunities that cross disciplines.
- Join relevant professional societies – do this now if you haven't already! Some offer funding and awards; they are also an excellent way to network.
- Ask mentors and others in the field about their dissertation funding.
- Attend conferences and seek opportunities to meet funding officers from government agencies and foundations.
- Search with a variety of terms
- If your topic is related to another discipline, search for funding using that terminology as well.
- Look at funding databases at other universities.

Search Funding Opportunities

dissertation

- Search all opportunities
- Search open opportunities only

SEARCH

CLEAR ALL

Discipline >

Who's Eligible >

Institutionally Limited >

Funding Type >

Agency Name >

Funding Agency Type >

External Deadline >

Date Posted >

[Log in](#) with your NetID to export as a spreadsheet. After you log in, you will need to re-select any search options you've chosen.

Displaying 1 - 20 of 236

Open Opportunities

Deadline	Title	Funding Agency	Discipline	Who's Eligible	Award Amount	Date Posted
1/15/2018	Adelle and Erwin Tomash Fellowship in the History of Information Processing	Charles Babbage Institute	<ul style="list-style-type: none"> • Arts & Humanities • Social Sciences 	<ul style="list-style-type: none"> • Grad/Prof Students 	\$14,000	2/27/2017
10/16/2017	SOCIOLOGY PROGRAM - Doctoral Dissertation Research Improvement Awards (Soc-DDRI)	National Science Foundation	<ul style="list-style-type: none"> • Social Sciences 	<ul style="list-style-type: none"> • Grad/Prof Students 	\$12,000	11/07/2016
8/18/2017	Economics	National Science Foundation	<ul style="list-style-type: none"> • Social Sciences 	<ul style="list-style-type: none"> • Faculty • Grad/Prof Students 	See solicitation for details	4/04/2017
8/01/2017	AHRQ Grants for Health Services Research Dissertation Program (R36)	National Institutes of Health	<ul style="list-style-type: none"> • Medical • Medical - Basic Science • Medical - Clinical Science • Medical - Translational • Social Sciences 	<ul style="list-style-type: none"> • Grad/Prof Students 	\$40,000	3/28/2017
6/27/2017	NIDCD Early Career Research (ECR) Award (R21)	National Institutes of Health	<ul style="list-style-type: none"> • Medical • Medical - Basic Science • Medical - Clinical Science 	<ul style="list-style-type: none"> • Junior Faculty • Medical Fellow/Resident • Post Doctoral Fellows 	See solicitation for details	3/01/2017
6/16/2017	Drug Abuse Dissertation Research (R36)	National Institutes of Health	<ul style="list-style-type: none"> • Medical • Medical - Basic Science • Medical - Clinical Science • Social 	<ul style="list-style-type: none"> • Grad/Prof Students 	\$100,000	3/07/2017

Search for awards from among 625 scholarships, grants, fellowships, and postdoctoral awards. Free-to-search for applicants to any graduate program, to graduate students working on a master's thesis or doctoral dissertation, and to postdoc scholars.

It's called GRAPES and you can begin your search below.

search graduate & postdoc funding



	AWARD	DEADLINE	AMOUNT
AMOUNT <input type="checkbox"/> All <input type="checkbox"/> Up to \$1,000 <input type="checkbox"/> \$1,000 to \$5,000 <input checked="" type="checkbox"/> \$5,000 to \$25,000 <input type="checkbox"/> \$25,000 & above <input type="checkbox"/> Amount varies	NASA Harriett G. Jenkins Predoctoral Fello... National Aeronautics and Space Administration (NASA) provides up to 20 fellowships yearly to full-time underrepresented graduate students in STEM	2018-11-09	\$21,000
ACADEMIC LEVEL <input type="checkbox"/> All <input type="checkbox"/> Prospective Graduate St... <input checked="" type="checkbox"/> Current Graduate Student <input type="checkbox"/> Master's Thesis <input type="checkbox"/> Doctoral Dissertation <input type="checkbox"/> Postdoctoral Scholar	NSF East Asia and Pacific Summer Institute... National Science Foundation (NSF) offers 200 awards to US grad students in science, engineering, and education to research in Asia or Australia for 8 weeks	2018-11-12	\$5,000
DIVISION/SCHOOL <input type="checkbox"/> All <input type="checkbox"/> Arts & Architecture <input type="checkbox"/> Education & Information ... <input type="checkbox"/> Engineering <input type="checkbox"/> Health Sciences <input type="checkbox"/> Humanities <input type="checkbox"/> Law <input checked="" type="checkbox"/> Life Sciences <input type="checkbox"/> Management <input type="checkbox"/> Nursing <input type="checkbox"/> Physical Sciences <input type="checkbox"/> Public Affairs	Ford Foundation Dissertation Fellowship The Ford Foundation awards 36 one-year dissertation fellowships for diverse PhD and ScD students who hope to teach and research at a university level.	2018-11-13	\$25,000
	Graduate Science and Engineering for Min... The National Gem Consortium (GEM) offers funding for up to 5 years, as well as 12-week internships, for underrepresented engineering or science grad	2018-11-15	\$16,000
	Ford Foundation Predoctoral Fellowships The Ford Foundation awards 60 fellowships to academic and diverse PhD and ScD students who want to teach and research at the college level, for 3	2018-11-20	\$20,000
	Harold Gulliksen Psychometric Research F... The Educational Testing Service (ETS) in New Jersey offers 1 year fellowships for students working on their dissertation in psychometrics or statistics. The ETS	2018-12-29	\$20,000

*You found
a grant!*

*...but is it
right for
you & your
research
project?*

Consider:

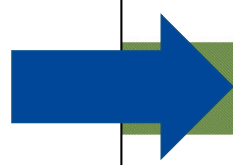
- **Type of funding:** fellowship, dissertation funding, research, etc.
- **Eligibility**
- **Level of experience expected/required**
- **Mission/stated goals of the foundation or organization**
- **Goals of the particular grant**
- **Proposal due date**
- **Grant start dates**
- **Grant period**
- **Amount available**

**It's
about
“fit.”**

**Make sure *your*
research interests
and goals align with
those of the funder.**

**How do you
know what the
funder's goals are?**

Explore the funder's website.



An organization's website usually has an "About Us" or "Who We Are" page that includes their overall mission.

Who We Are

Press

AAUW History

Support AAUW

Strategic Plan

Annual Report

AAUW Outlook Magazine

DONATE

FIND A BRANCH

TAKE ACTION

WHO WE ARE

Like 438 Tweet +

Our Mission

Advancing equity for women and girls through advocacy, education, philanthropy, and research.

The American Association of University Women (AAUW) is the nation's leading voice promoting equity and education for women and girls. Since our founding in 1881, AAUW members have examined and taken positions on the fundamental issues of the day — educational, social, economic, and political.

What started with 17 like-minded women has grown into a powerful network that has influenced — and at times shaped — the debate over equity in education.

[Our History »](#)

Women working full time in the United States typically are paid just 79 percent of what white men are paid, a gap of 21 percent — and it's even worse for women of color. Through AAUW Start Smart and AAUW Work Smart, we are fighting to close the pay gap, one workshop at a time.

How does the *funder* describe its overall mission?

**You
must
also
consider:**

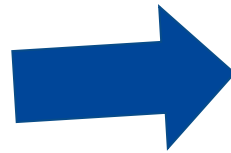
The deadline: *Is it feasible?*

Funding amount:
Is it enough, but not too much?

Eligibility requirements:
Are you eligible?

Level of experience expected:
*Are you qualified, but not
overqualified?*

What/who
has the
funder
previously
supported?



The screenshot shows a web browser window with the URL www.aauw.org/2016/07/01/aauw-fellows-grantees-advancing-their-education-serving-their-communities/. The browser's address bar and tabs are visible at the top. The main content area features three profiles of AAUW fellows and grantees, each with a portrait photo, a title, and a short bio. The first profile is for Deeonna Farr, a 2016-17 American Fellow. The second is for Ishah Dominguez, a 2016-17 Career Development Grantee, with a bio titled "Combining Medicine with Compassion". The third is for Shakila Haidari, a 2016-2017 International Fellow, with a bio titled "Supporting Afghanistan's Women Entrepreneurs". Below these profiles is a profile for Auntaria Johnson, a 2016-17 Selected Professions Fellow, with a bio titled "Inspiring Underserved Girls to Be Scientists". To the right of the first profile is a social media sharing widget with a "Like" button (415 likes), a "Tweet" button, and a "+" icon for more options. At the bottom of the page, a paragraph states: "This new group of fellows and grantees are standing on the shoulders of past recipients who broke through barriers in their fields and helped those who came behind them." The Windows taskbar is visible at the very bottom of the screenshot.

2016-17 American Fellow
Deeonna Farr

2016-17 Career Development Grantee
Ishah Dominguez

2016-2017 International Fellow
Shakila Haidari

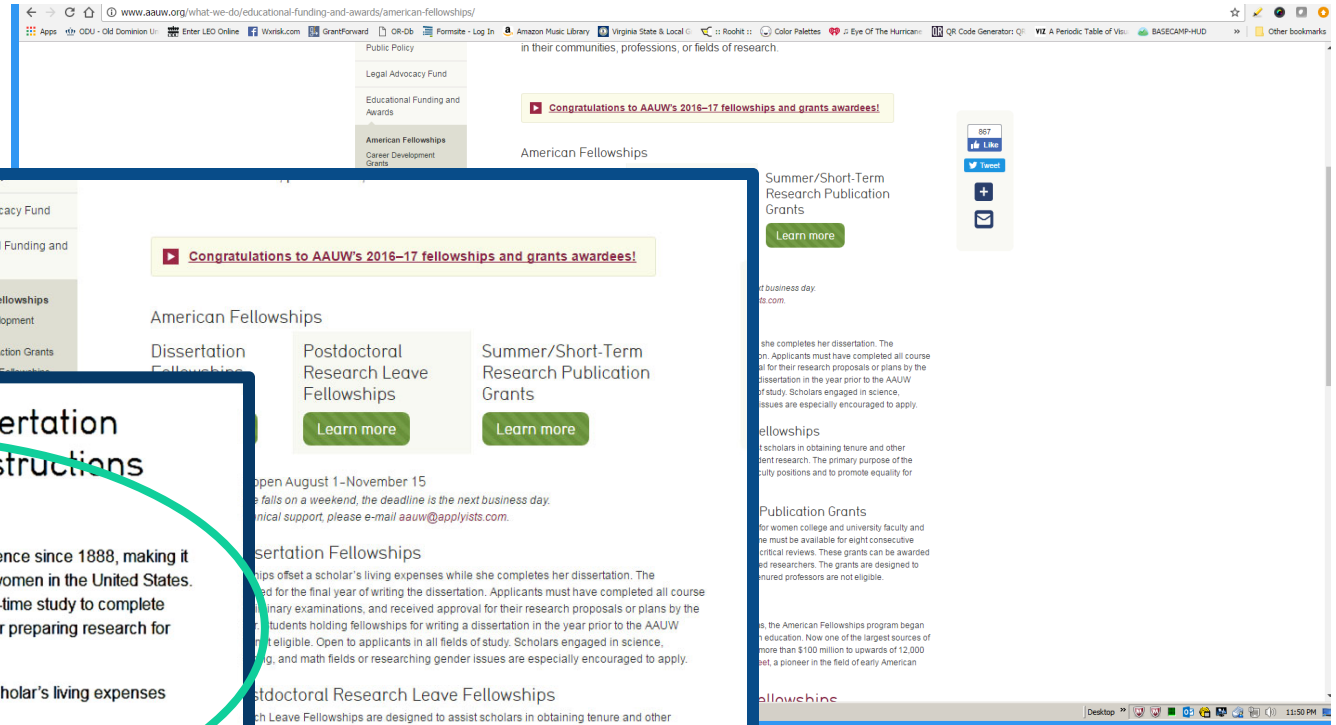
2016-17 Selected Professions Fellow
Auntaria Johnson

Combining Medicine with Compassion
Career Development Grantee Ishah Dominguez is pursuing a second bachelor's degree in diagnostic multispecialty sonography at Nebraska Methodist College. She currently works as a Spanish medical interpreter for a children's hospital. Her love for medicine and compassion for others has led her to work that helps her community. Her new career will allow her to extend meaningful care to more people. Her combined experience in pharmaceuticals and patient advocacy will allow her to play a vital role in facilitating patient diagnoses and saving lives.

Supporting Afghanistan's Women Entrepreneurs
International Fellow Shakila Haidari is pursuing her master's degree in business analytics at American University's Kogod School of Business in Washington, D.C. Before she began her studies in the United States, Haidari led Goldman Sachs' 10,000 Women initiative to provide business training for Afghan women entrepreneurs. Her goal is to improve the lives of fellow Afghan women through education and entrepreneurship.

Inspiring Underserved Girls to Be Scientists
Selected Professions Fellow Auntaria Johnson is pursuing a master's degree in business administration with a concentration in entrepreneurial management at Florida Atlantic University. She is the president and CEO of a nonprofit that focuses on inspiring underserved girls to reach their full potential and become leaders in STEM fields — careers that often seem out of reach. She aspires to own and operate a STEM learning academy.

This new group of fellows and grantees are standing on the shoulders of past recipients who broke through barriers in their fields and helped those who came behind them.



American Fellowships Dissertation Fellowships Application Instructions

Program Purpose

AAUW's American Fellowships program has been in existence since 1888, making it the oldest noninstitutional source of graduate funding for women in the United States. The program provides fellowships for women pursuing full-time study to complete dissertations, conducting postdoctoral research full time, or preparing research for publication for eight consecutive weeks.

The purpose of the Dissertation Fellowship is to offset a scholar's living expenses while she completes her dissertation.

Applications are open August 1–November 15
For questions or technical support,
please e-mail aauw@applist.com.

⊕ TO EXPAND

Award Amount

Award Amount: \$20,000

Time Line

November 15, 2016, by 11:59 p.m. Central Time

Deadline for online submission of application, recommendations, and supporting documents

April 15, 2017

Notification of decision e-mailed to all applicants. AAUW is not able to honor requests for earlier notification.

July 1, 2017–June 30, 2018

Fellowship year

Eligibility

- American Fellowships are not open to previous recipients of any AAUW national fellowship or grant (not including branch or local awards or Community Action Grants). Members and officers of the AAUW Board of Directors are not eligible to apply for fellowships and grant awards. AAUW staff or volunteers with decision-making authority who wish to apply for an award must recuse themselves from the decision-making process.
- American Fellowship candidates must be U.S. citizens or permanent residents of the United States as of November 15, 2016.
- American Fellowships are open to women scholars in all fields of study.
- The American Dissertation Fellowship must be used for the final year of writing the dissertation.

If the funder allows you to contact the Program Officer, this is **HIGHLY** recommended.

- Do email to arrange a time to talk by phone.
- Don't ask about anything that's already in the solicitation.

American Association of University Women (AAUW)

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- American Fellowships are open to women scholars in all fields of study.
- The American Dissertation Fellowship must be used for the final year of writing the dissertation. Applicants must have completed all coursework, passed all preliminary exams, and had the dissertation research proposal or plan approved by November 15, 2016. The doctoral degree/dissertation must be completed between April 1 and June 30, 2018. Degree conferral must be between April 1 and September 15, 2018.
- Dissertation Fellows are not required to study in the United States.
- Students already holding a fellowship or grant for the purpose of supporting their final year of writing or completing the dissertation the year before the fellowship year are not eligible to apply.
- Applicants may apply up to two times for a fellowship for the same dissertation project.
- The fellowship is intended for applicants who are completing their first doctoral degree.
- Distance learning/online programs: American Fellowships support traditional classroom-based courses of study. This fellowship program does not provide funding for distance learning programs or for degrees heavily dependent on distance learning components. Final decisions about what constitutes distance learning under these fellowships will be made by AAUW.

Who will review your proposal?



courses of study. This fellowship program does **not** provide funding for distance learning programs or for degrees heavily dependent on distance learning components. Final decisions about what constitutes distance learning under these fellowships will be made by AAUW.



Criteria for Selection and Application Review

The American Fellowships panel meets once a year to review applications for funding. Awards are based on the selection criteria outlined here. The panel's recommendations are subject to final approval by the AAUW Board of Directors. Fellowships are awarded on a competitive basis according to funds available in a given fiscal year.

To ensure a fair and objective review process, AAUW does not comment on the deliberations of its award panels. No provisions exist for reconsidering fellowship proposals after the board has acted. AAUW does not provide evaluations of successful or unsuccessful applications.

Applications and supporting documents become the sole property of AAUW and will not be returned or held for another year.

In selecting fellowship recipients, the following criteria will be considered:

- Applicant's scholarly excellence
- Quality of project design
- Originality of project
- Scholarly significance of project to the discipline
- Feasibility of project and proposed schedule
- Qualifications of applicant
- Applicant's commitment to women's issues in the profession/community
- Applicant's mentoring of other women
- Applicant's teaching experience
- Potential of applicant to make a significant contribution to the field

The primary criterion for fellowship awards is scholarly excellence. Applications are reviewed by distinguished scholars and should be prepared accordingly.



Regulations



Application Components and Instructions

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Regulations

American Dissertation Fellowships funds are available for:

- Educational expenses
- Living expenses
- Dependent child care
- Travel to professional meetings, conferences, or seminars, as long as it does not exceed 10 percent of the fellowship

American Dissertation Fellowships funds are **not** available for

- Purchase of equipment
- Indirect costs
- Research assistants
- Previous expenditures, deficits, or repayment of loans
- Publication costs
- Institutional (overhead) costs
- Tuition for dependent's education
- Tuition for coursework that is in addition to credits required for maintaining full-time status while completing a dissertation
- Extended field research

AAUW regards the acceptance of a fellowship as a contract requiring fulfillment of the following terms:

- All American Fellowship recipients are required to sign a contract as acceptance of the award. Retain these instructions as they will become part of the fellowship contract if the applicant is awarded a fellowship.
- An AAUW American Fellow is expected to pursue her project full time during the funding period (July 1–June 30). No partial fellowships are awarded. Fellowships may not be deferred.
- Fellows may work up to 15 hours per week, or teach one section of one course per semester or term, with prior written approval from AAUW.
- The AAUW American Fellowships stipend must be larger than any other single award or remunerative position received during the fellowship year and must be acknowledged as the major award. Acceptance of concurrent funds of a lesser amount than the AAUW award is permitted but requires prior written approval from AAUW. Dissertation fellows **cannot** hold concurrent fellowships or grants for the purpose of supporting their final year of writing or completing the dissertation.
- Any major changes in plans for the fellowship year must have prior written approval from AAUW.
- AAUW must be notified promptly of any change in the status of an application resulting from acceptance of another award.
- Stipend checks are made payable to fellows, not to institutions.
- Fellows are responsible for reporting the fellowship as income to the U.S. Internal Revenue Service.

**Analyze
the funding
opportunity:**

ONLINE EXAMPLE:
Opportunity found in
GRAPES

**Analyze
the funding
opportunity:**

EXERCISE

Analyze
the funding
opportunity:

Graduate Summer Award Program

Deadline for Summer 2019 Award Applications: March 8, 2019 by 5:00 p.m.

Number of Awards/Funding Amount: Up to 10 / \$3,000 each

Notices of Awards to Recipients: April 5, 2019 (awards distributed May, 2019)

Point of Contact: Dr. Bryan Porter, Associate Dean, bporter@odu.edu, 757-683-3259

Overview

Old Dominion University's Graduate School in partnership with the Office of Research is pleased to announce the 2nd annual Graduate Summer Award Program (GSAP). Open to graduate students from across the University, the GSAP is a competitive program that supports a range of original graduate student scholarship, including basic research, field study, data analysis, performances and exhibitions, and community-based learning initiatives. The program can be used to support thesis or dissertation projects or other capstone projects at the master's or doctoral level. The scope of the proposed project should allow the graduate student to produce a measurable research or scholarly product by the end of a *minimum* of six uninterrupted weeks during the summer months.

Graduate students wishing to apply for this award must identify and approach a faculty member to serve as a mentor during the tenure of the program award. The faculty member may advise the student in creating a strong project proposal, explain the expectations for scholarly activity, supervise the scholarly activity, and provide advice from the proposal stage to the completion of the final report. However, the faculty member is not permitted to produce work on behalf of the student.

Students applying for the award will be the primary investigators for these projects. It is expected that a graduate student with this funding will produce original scholarship. The award is not for lab assistant or graduate assistant duties that support a faculty project.

Analyze the funding opportunity:

Period of Award and Time Commitment

This award will be distributed in early May. The recipients of the award must identify a *minimum* of six interrupted weeks during the summer months during which the work will be completed. During those weeks, students are expected to devote 20 hours per week toward the project.

Eligibility

This award program is open to all ODU students admitted and enrolled in a graduate degree or graduate certificate program who meet the following criteria:

1. They must be in good academic standing;
2. They must demonstrate a commitment to 20 hours a week for a *minimum* of six uninterrupted weeks during summer 2019 to devote to the project;
3. They must not be simultaneously funded by the University or ODU Research Foundation to do work during those same weeks (e.g., they must not have an assistantship during the period of the award; they must not hold another funded position at the university during the award);
4. And, if they are international students they must be eligible for on-campus employment, verified in advance by the Visa & Immigration Service Advising Office (VISA) (questions regarding employment eligibility should be addressed by the VISA office at intlstu@odu.edu).

Funding

Each award is \$3,000, which may be used to cover the student's time to complete the work, to fund the scholarly work's material needs, or both. Awardees may request an additional \$300 in post-award funding to offset costs associated with the presentation of the work (e.g., conference participation and travel, exhibitions, etc.). Awards are paid directly to students via Payroll.

Analyze the funding opportunity:

Application Format

The funding application shall be no more than five single-spaced pages in Times New Roman 12 pt. font, with page margins of 1 inch. Additionally, the funding application should include a cover page, as well as any relevant attachments and appendices (e.g. interview questions; reference page). These latter materials are not included in the 5-page limit of the proposal itself.

The entire proposal should be written with a general, educated audience as the focus. Excessive use of jargon not clearly explained to this audience will be penalized.

A letter of support should be submitted under separate cover by the faculty mentor. The letter of support should include the faculty member's assessment of the project, his or her knowledge of the graduate student's prior academic work, and the details of the working relationship envisioned during the tenure of the award. If the graduate student proposal is linked to a larger faculty project, the mentor should provide a *clear* explanation of the student's role in that project and how the work to be funded by the Graduate School and Office of Research is *clearly and wholly* under the control and direction of the student.

The following components should be included in applications for the award:

1. Cover Page (not part of the 5-page limit)

The cover page should include: the title of the project; the name, University ID number, departmental affiliation, address, email, and phone number of the graduate student; and the name, departmental affiliation, address, email, and phone number of the faculty mentor. The submission date should be centered at the bottom of the page.

2. Project Description

Provide a 1-page description of the project. Explain exactly what the project will be and why this project is significant. Describe how the proposed work will contribute to a field of study.

Analyze the funding opportunity:

3. Methodology

Provide a description of the research question or problem that will be investigated. Explain what methods will be used to approach this question or problem. Detail how the student will explore the answers to this question or the solutions to this problem. If applicable, include plans for the protection of human or animal participants and the environment. (NOTE: Relevant IRB procedures must be followed and approvals received as a condition of funding transfer if the student is given the award).

4. Goals and Objectives

Provide an explanation of the anticipated goals and objectives associated with this project. Goals are broad contributions to a field of study or knowledge base. Objectives are specific and tangible (i.e. a conference paper; report; journal article; exhibition; performance; graduate thesis; workshop).

5. Budget

Explain how project funds will be used: how will the award be spent? Provide justification if the funds will be used as a stipend while working on the project.

6. Mentorship and Eligibility Statement

Discuss the working relationship between the faculty member and the graduate student. Explain why this faculty member is an appropriate mentor for this project. Present evidence that this project consists of independent research and scholarship (i.e., *not* lab assistant work; course work; or simple technical tasks undertaken on behalf of the mentoring professor). Additionally, the applicant should provide a description of prior work they have undertaken that is relevant to the proposed project.

7. References, Appendices, and Other Attachments (not part of the 5-page limit)

If appropriate, include additional materials relevant to the project. These may include questionnaires, sample interview questions, a recruitment poster, and/or a reference page or bibliography.

Analyze the funding opportunity:

Submission of Applications

The student should send the proposal as a single attachment to Dr. Bryan Porter, Associate Dean of the Graduate School, bporter@odu.edu. The proposal should be sent by March 8, 2019 by 5:00 p.m. to be considered on-time.

Email proposals from your student ODU account with subject line: “[last name] – Graduate Summer Award Program.”

Note: Applications received after 5:00 p.m. on March 8, 2019, or those that are incomplete by the deadline, will not be considered. To be complete, the student application and the faculty letter of support must be received by the deadline (each document is sent via two different emails; see below). Applications that have a font other than Times New Roman 12 pt. font, exceed the 5-page limit, or use margins smaller than 1” on all sides will also not be considered.

Faculty Letter of Support

The faculty member chosen to provide a letter of support should send the letter directly to Dr. Bryan Porter, Associate Dean of the Graduate School, bporter@odu.edu. The letter should be sent by the application’s deadline (March 8, 2019 by 5:00 p.m.) to be considered on-time.

Include the graduate student’s last name in the subject line. As mentioned earlier, the letter should include: the faculty member’s assessment of the project; his or her knowledge of the graduate student’s prior academic work; and the details of the working relationship envisioned during the tenure of the award. If the graduate student proposal is linked to a larger faculty project, the mentor should provide a *clear* explanation of the student’s role in that project and how the work to be funded by the Graduate School and Office of Research is *clearly and wholly* under the control and direction of the student.

Analyze the funding opportunity:

Review of Applications

A University review panel composed of representatives from each college will be appointed by the Dean of the Graduate School to review proposals. This committee will select the projects that will be funded under this program. All proposals are evaluated on the basis of merit and how clearly the student explains and justifies the project to a general, educated audience.

Notification to Award Recipients

The recipients of the Graduate Summer Awards will be notified by April 5, 2019. Award distribution will occur in May, 2019.

Additional Requirements

Within one month after the conclusion of the funded period (e.g., approximately mid to late September, 2019), student awardees are expected to submit a final report to the Graduate School. This report should be up to five pages in length, and should clearly document the actual methods conducted, results obtained, and objective achieved via the use of the funds. Long-term expected outcomes (e.g., article submission, conference presentation) should be outlined.

The final report should have a cover page, as defined under the application process, and references/appendices not counted toward the 5-page limit for project outcomes. Other relevant deliverables (e.g., a copy of a submitted article if completed in the award period) should be included; these, too, are not counted toward the 5-page limit.

Completed final reports should be sent electronically to Dr. Bryan Porter at bporter@odu.edu.

Recipients are expected to acknowledge the support of the Graduate School and Office of Research's Graduate Summer Award Program in any publications or products generated as a result of this award. The following statement or similar may be used: "This research was supported by a Graduate Summer Award Program from the Graduate School and Office of Research at Old Dominion University, Norfolk, Virginia, USA."

Get Ready to Write:

- Understand how the final grant will be submitted... format, page limits and character count.
- Identify all grant components – including ‘extras’ like letters of support, data management plans, etc.
- Prepare an outline using the headings given.

GRADUATE SUMMER AWARD PROGRAM PROPOSAL OUTLINE

Cover Page (*not part of the 5-page limit*): the title of the project; the name, University ID number, departmental affiliation, address, email, and phone number of the graduate student; and the name, departmental affiliation, address, email, and phone number of the faculty mentor. The submission date should be centered at the bottom of the page.

1. Project Description

- A. Provide a 1-page description of the project.
- B. Explain exactly what the project will be and why this project is significant.
- C. Describe how the proposed work will contribute to a field of study.

2. Methodology

- A. Provide a description of the research question or problem that will be investigated.
- B. Explain what methods will be used to approach this question or problem.
- C. Detail how the student will explore the answers to this question or the solutions to this problem.
- D. If applicable, include plans for the protection of human or animal participants and the environment. (NOTE: Relevant IRB procedures must be followed and approvals received as a condition of funding transfer if the student is given the award).

3. Goals and Objectives

- A. Provide an explanation of the anticipated goals and objectives associated with this project. Goals are broad contributions to a field of study or knowledge base. Objectives are specific and tangible (i.e. a conference paper; report; journal article; exhibition; performance; graduate thesis; workshop).

4. Budget

- A. Explain how project funds will be used: how will the award be spent?
- B. Provide justification if the funds will be used as a stipend while working on the project.

5. Mentorship and Eligibility Statement

- A. Discuss the working relationship between the faculty member and the graduate student.
- B. Explain why this faculty member is an appropriate mentor for this project.
- C. Present evidence that this project consists of independent research and scholarship (i.e., *not* lab assistant work; course work; or simple technical tasks undertaken on behalf of the mentoring professor).
- D. Additionally, the applicant should provide a description of prior work they have undertaken that is relevant to the proposed project.

References, Appendices, and Other Attachments (*not part of the 5-page limit*): If appropriate, include additional materials relevant to the project. These may include questionnaires, sample interview questions, a recruitment poster, and/or a reference page or bibliography.

Include directions and criteria for selection in your writing outline:

PROPOSAL OUTLINE of REQUIREMENTS

Summary Overview of the Project.

- Identify major themes and activities of project;
- explain how activities will address the concerns in the Call for Proposals.
- Identify activities to be delegated to sub-contractors.

Detailed Timetable.

- Specify dates for starting and completing the project (typically January 1, 2011 and June 30, 2012).
- Provide a timetable for carrying out EACH ACTIVITY of the project, including any dissemination of results.

DETAILED DESCRIPTION OF PROPOSED ACTIVITIES

2.A.1. Activities: Conferences and/or Competitions.

Provide a summary of all conferences and/or competitions, including

- when they will take place.
- For each, indicate: themes,
- any resulting information products,
- means of dissemination, and
- expected results.
- How will activity further the goals in the Call for Proposals?
- Provide measurable criteria for evaluating implementation.

2.A.2. Activities: Publications, Information Booklets and Brochures about Europe and the EU.

Describe all

- publications, booklets and brochures and any other
- information products such as posters, leaflets, newspaper features, radio/TV programs, including
- quizzes and talk shows, videos websites, and
- advertising of project events, to be implemented during the grant period.
- Include when they will take place,
- targeted audience(s),
- likely number of recipients, and

Get Ready to Write:

- Write the Abstract or Project Summary LAST.
- Use section headers provided by the funder and organize them in the order given in the Solicitation/ Guidelines.
- Check the criteria and make sure you address each fully in the appropriate section(s).
- Write to your audience (that's whoever will review your proposal!)
- Get someone else to read your grant - choose someone representative of the proposal audience if possible.

Important Perspectives on Grant Writing



“Okay. Now let’s slowly lower in the grant money.”

- Allow yourself time – do not rush- do not submit subpar applications- have peers and mentors review.
- Learn from others – attend webinars- network – learn from both successful and unsuccessful proposals.
- Research funding agencies- find those that align with your work and your research path.
- Know the review criteria and pay attention to details.
- Don’t give up- learn to use feedback and learn the best way to respond.



Plan ahead to prevent problems...

AVOID
last
minute
Proposal
Submissions

- The stress of an impending deadline, which ~~can~~ *will* contribute to errors.
- Trouble getting required components like *Letters of Support*.
- Problems actually submitting.

What if your grant isn't funded?



“Our grant didn’t get funded, but they want us to teach proposal writing.”

Keep it in
perspective.

What can you learn from the experience?
Consider review feedback and talk with the
program officer about whether to re-submit.

It can be hard to get funded...

As a graduate student who doesn't have a record in the field, it will be more difficult to convince the reviewer that you can do the work.



The research grant application process.

Most common review comments- no track record, too ambitious...

What You Can Do:

- Publish.
- Work with younger students, the community.
- *Publish more.*
- Raise your profile:
 - Present at conferences.
 - Join societies – be active.



Other Strategies:

- Work with established, funded researchers.



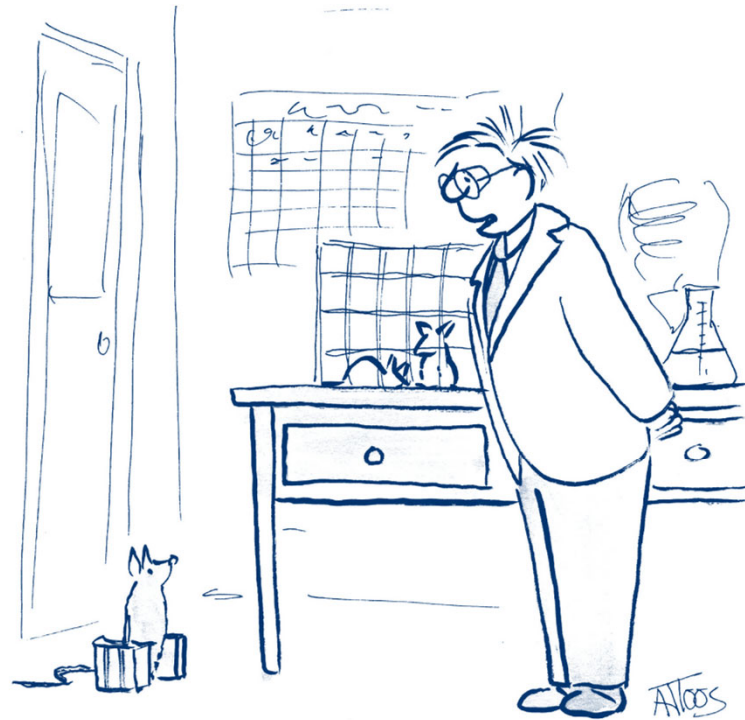
ab ≠ n(3.5xcd)/[π~4.906i] x bc~ 56.1rx pke 9243jNM
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“It’s a foolproof formula for writing grant applications.”

- Partner with researchers in other disciplines.
- Contribute to your discipline – join the conversation!

GOOD
LUCK!

Questions?



"I know I've been hard on you at times, pushed you when you were tired, studied you, probed you, but it was all in the interest of science."