

**Mary Anne Walker**

**Fall 2015**

**Identify Funding Sources**



Research funding opportunities and consider less competitive sources of funding

Apply to several different sources:

**FELLOWSHIPS: Federal Government**

–  **National Science Foundation Graduate Research Fellowship**

**Program (GRFP)**

–  **NASA Harriett G. Jenkins Predoctoral Fellowship Program**

–  **Environmental Protection Agency's Science to Achieve Results**

**(STAR) Fellowships for Graduate Environmental Study**

–  **the U.S. Education Department's Jacob K. Javits Fellowships**

**Program**

**–  USAID Donald M. Payne International Development Fellowship**

**- Fulbright Schuman**

**Foundations (Beckman, IBM, Rockefeller, Mott, Dow, Hertz, Ford, Carnegie, Kress)**

**Professional Associations (SSRC Dissertation Proposal Development**

**Fellowships)**

–  **International Organizations – World Bank, EU**



**Reading the Instructions**

•  **Guidelines and Forms**

•  ***Note Limitations***

•  **Deadlines**

•  **Format/specific requirements**



**Establish a Calendar**

**Your Ideas**



•  **Must be interesting and understandable to a broadly-trained audience**

•  **Should be clearly presented - don’t get lost in the details**

–  **Include a summary diagram or model early to highlight the problem and specific aims**



**Plan Ahead**

**Start writing down your**

**ideas into a draft**

**Rewriting helps to clarify ideas**

**Tailor Proposal to Funding Agency**

  **Outline your proposal according to the criteria for which points are awarded**



  **Read other successful proposals**

  **Research what others have done in your area of interest and focus on a specific idea in your writing**

  **Include citations in your proposal, you will be rated on this**

  **Fill an existing gap in research**

  **Use course work to design your research ideas**

  **Write clearly, avoid jargon**

  **Format, use bullets and SPELL CHECK**

  **Utilize an external reader unfamiliar with your science**

  **Use statistics and graphics to display multiple pieces of information**



**It’s All About You~**

**Demonstrate that you can conceptualize a research path**

**Your entire application counts, not just the research plan**



**Applications of Your Research**

**How will your project**

**further social goals?**

**Does your research have policy implications?**



**Investigate**

**How is your project unique? Who is doing similar work?**

**Use statistics to show where there’s a gap in scientific knowledge that you aim to**

**fill**

**Recommendation Letters**



•  **Choose a champion, not a big name scientist who may not be invested in you and share your proposal**

•  **Have them attest to your finest academic qualities**

•  **Discuss evidence that your work is supported by the department**

**include: - use of technology**

**- quantitative skills**

**- creativity, critical thinking**

**- language skills**



**What is a direct cost?**

**Costs allowed to be charged directly to the grant:**

 **Salaries are wages (vacations, holidays, sick leave, of employees working on objectives of a grant or contract – i.e, direct labor costs).**

 **Other employee fringe benefits allocable on direct labor employees.**

 **Consultant services contracted to accomplish specific**

**grant/contract objectives.**

 **Travel of (direct labor) employees.**

 **Materials, supplies and equipment purchased directly for use on a specific grant or contract.**

 **Communication costs such as long distance telephone calls**

**identifiable with a specific activity**



**What are indirect costs (IDC)?**

**Expenses of doing business that are necessary for the operation of the organization or program and activities it performs.**

**Costs such as heat, light, trash and snow removal, accounting –**

 **IDC rates are used to distribute these costs**

 **IDC are real expenses that afford the**

**grantor access to your services**



**Research Programs:**

**Budgeting and Accounting**



**Be realistic in terms of costs:**

•  **Travel**

–  **Visas, Passport Photos, Inoculations, Medicine**

–  **Accommodations**

–  **Per diem**

–  **Local Transportation**

•  **Supplies**

•  **Communications**

•  **Equipment (computers, software, lab materials)**

•  **Publications**

•  **Conferences/Dissemination Networks**

•  **Monitoring and Evaluation Assessment**



**Budgeting Goals**

 **Accurately estimate needs for funding**

 ***If required*, properly estimate cost-sharing to meet the requirements**

 **Use format required by the funding agent**



**The Budget: Line – By - Line**

 **Salaries**

o Always include as the first line-item

o Note % level of effort to complete a task o Amounts paid on a grant for salaries are NOT

supplemental pay

o Include inflation factor (4-7%)

 **Fringe Benefits**

o Use cost-of-living rate increase for future periods



**Common Budget Mistakes**

•  **Include your time as a level of % effort**

•  **Make certain the budget adds up correctly**

•  **Put commas in numbers, easier to read**

•  **Use a column format, numbers align on right**

•  **Label all budget categories, leave nothing blank**

•  **Be realistic about the time you can commit**



**The Review Process, or Writing**

**Backward for Progress**

•  **Identify the reviewer’s criteria**

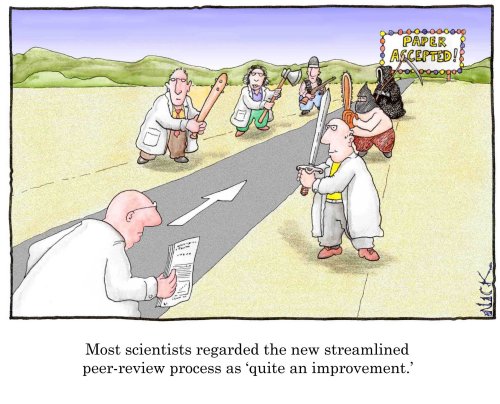
•  **Highlight and define specific elements as priorities when appropriate**

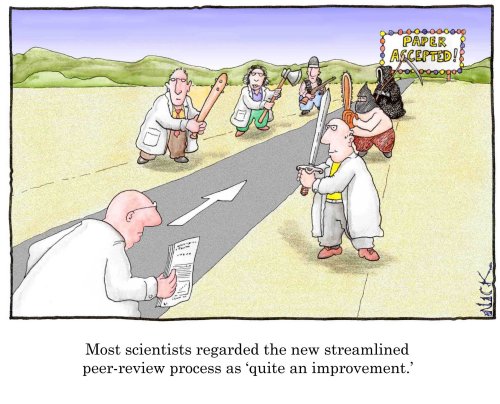
•  **Be redundant if the point is essential….**

•  **Remember, this is a “sales tool”**



**The Review Process**





•  **How does it work?**

•  **Who does the reviews?**

•  **What do you need to do?**

**How Proposals Are Reviewed**



•  Most federal agencies use the ***“peer review”*** process – experts from backgrounds similar to the applicant evaluate proposals based on a set criteria

•  The sponsor’s own personnel, and judgment may be made based on ***personal interviews or knowledge of the applicant’s strengths.*** Certain foundation grants may be reviewed in this manner

•  At times the review process may not be used at all.

***Procurements*** issued to a specific entity may be used based on prior work done by the applicant or by the need for a quick turn-

around. Usually the sponsor is required to have rationale for their decision to use this type of “sole source” awarding.

**General Comments**



•  **You are writing for the reviewers**

•  **Page limits and deadlines are established**

•  **Follow the guidelines**

•  **Get to know the program officer**

•  **Try to obtain the criteria guidelines reviewers will be using**

**The Goal is in Sight**



– **Write with a positive attitude**

– **Have specific aims and objectives**

– **Leadership + the Plan = $**

**investment**





**$$ Reward**

 Apply to multiple funding sources

 Seek reviewer’s comments to help you with other submissions

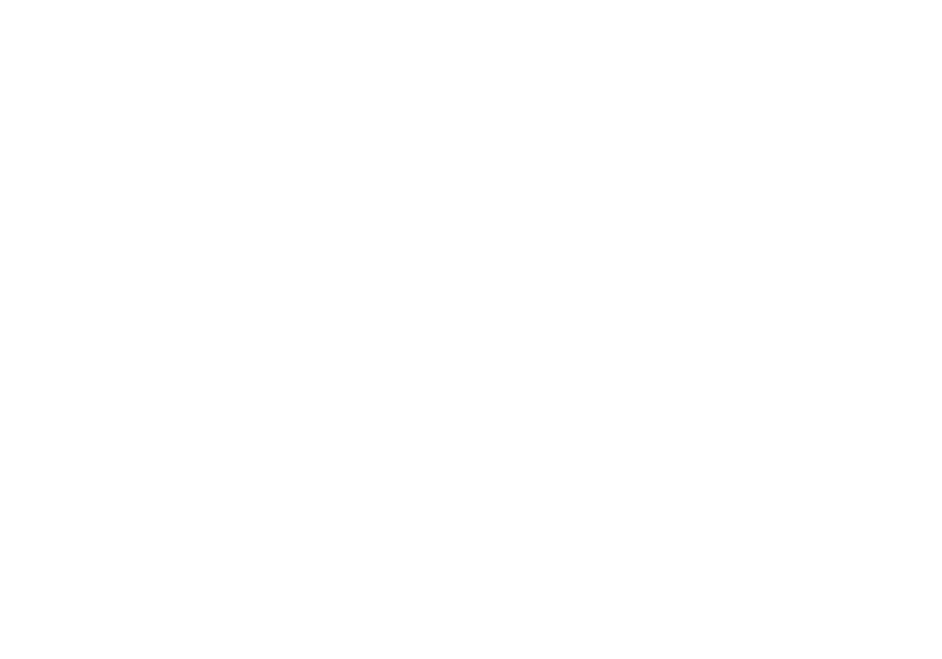


**Be Persistent!**

  No one is 100% successful

  Request a debriefing with the funder to find out how you can improve chances for next time

  Revise and resubmit proposal



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