

Syllabus
PSC 511G -- Problems in Public Management: Grant Writing

March 16– May 4, 2009 6:30 p.m. - 9:20 p.m. unless otherwise noted.

Instructor: Fred Newman
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Office Hours: One half hour prior to class and one half hour following class

Course Objectives

By the end of the course, students will:

1. Understand the importance of program planning in the development of a grant proposal
2. Understand the elements of program planning
3. Understand the “jargon” of grants
4. Be able to research and identify different types of funding sources and grants
5. Understand the basic elements of a grant proposal, including community assessment, objective setting, evaluation techniques and budget development within a grant proposal
6. Produce a basic grant proposal complying with funding source requirements
7. Evaluate grant proposals

Required Text

No text will be required. Internet readings may be assigned during class

Class Schedule

March 18 (3 Hour Class)

Overview of Class

- Introduction of instructor and students
- Topics to be covered
- Schedule
- Description of assignments

The Basics of Grant Planning

- Program planning and resource development
- Uses and types of grants and other possible funding sources
- Types of grant sources
- Grant barriers
- Basic program planning elements

March 25 (3 Hour Class)

Basic Program Planning Elements (continued)
Funding Decision Exercise

April 1(3 Hour Class)

Grant Sources
Grant Formats
Preparation for Grant Request and Evaluation Role Play

Grant topic due

April 8 –NO CLASS

April 15 (2 Hour Class)

Grant request and evaluation role play. Time will be given at the beginning of class for role play preparation. Individual consultation on proposal preparation project after class

April 22 (1 1/2 Class)

Panel of Funding Sources

Individual consultation following class

Grant funding source and grant summary due (by email)

April 29 (1 Hour Class)

Course review

May 6 (Final may be given as take-home rather than in class)

Final Exam – Evaluation of a Grant Proposal

Written proposals due

Grading

20% -- Overall participation and discussion (includes role play and meeting required deadlines)

60% -- Written grant proposal

20% -- Final Exam – Evaluation of Grant Proposal