

Fall 2017 SJSU Grant Writing Workshops*

- A series of progressive workshops on grant writing
- Faculty can attend one or all in the series
- Open to the entire campus community
- Each workshop includes one hour of information with Q&A and a second hour of workshop during which participants will develop a concrete product that moves their grant writing forward
- SJSU faculty mentors and experts from the Office of Research, the Research Foundation, and University Advancement will be present to provide consultation and guidance
- Critical feedback on workshop products provided upon participant request

Session 1: Moving from Idea to Proposal – The Proposal Summary

Wednesday, September 13, 12:00 p.m.-2:00 p.m. Clark Hall 118

During the first hour, the 1-3 page proposal summary is introduced, and its value and uses explained. Several examples will be provided. In the second workshop hour, tools to draft an outline are provided, and participants will draft their own one-page proposal summary.

Session 2: Drafting a Budget for a Grant Proposal

Monday, October 2, 12:00 p.m.-2:00 p.m. MLK 225

During the first hour, the basic elements of the budget and the concept of budget scaling are introduced. Several examples are provided. In the second workshop hour, tools will be provided to enable participants to draft their own budget. This workshop will be most useful for faculty with a clear project in mind, and/or who have already drafted a proposal summary.

Session 3: Drafting the Narrative Component of your Grant Proposal

Thursday, October 26, 12:00 p.m.-2:00 p.m. Engineering 285

During the first hour, the goals of the proposal narrative are introduced. Formats or templates will be provided for some of the main external funders at SJSU. In the second hour, participants will draft one section of a project narrative. This workshop will be most useful for faculty with a clear project in mind, and/or who have already drafted a proposal summary or budget and/or identified a funder.

Session 4: Finding External Funding for your Research and Scholarship

Wednesday, November 15, 12:00 p.m.-2:00 p.m. Clark Hall 111

During the first hour, primary funding mechanisms of some of the main funders of RSCA at SJSU are introduced. Supports for finding funding are outlined, including the keyword search, specialized searches, and online databases. In the second workshop hour, participants will search for funding for their identified projects. This workshop will be most useful for faculty with a clear project in mind, and/or who have already drafted a proposal summary and/or a project budget.

* Developed as one component of the UGA in collaboration with the Office of Research (OR), the Tower Foundation/University Advancement, and the Research Foundation (RF).