

PROPOSAL WRITING INSTITUTE

for Graduate Students in the Humanities and Social Sciences

May 17-18, 2007

Workshop Description

The Proposal Writing Institute is a new component of the Graduate School's Grant Writing Program, offered for the first time this May. An advanced workshop in proposal writing, the Proposal Writing Institute provides support for students with well-developed draft proposals who are in the process of revising for submission. It is an ideal next step for students who have attended the Intensive Grant Writing Workshop; all students from the Intensive Workshops held in 2006 and 2007 are eligible to apply. Students at this stage of preparation can also be nominated to apply by their graduate programs. Each program may select two students for nomination, which is indicated by the signature of the DGS on the cover sheet. All potential participants must submit a proposal, budget, timeline, curriculum vitae and coversheet. The Institute will provide extensive feedback from an interdisciplinary and experienced group of faculty who will review proposals using the same standards and criteria used by external funding committees. The Proposal Writing Institute is sponsored by the Graduate School and organized by the Center for the Study of Public Scholarship and the Center for Humanistic Inquiry.

Time and Place

The workshop will be held over two days at the Center for Study of Public Scholarship on the Briarcliff Campus. *You MUST be able to attend the entire workshop.*

How to Apply

Submit the attached cover sheet with signatures from both your advisor and your program's DGS along with all other materials required. You should pick a specific external funding agency to which you will apply and submit a proposal that meets all that agency's requirements and follows their guidelines with respect to length, format, bibliography, etc. (Please do not use a typeface smaller than 12 point.) Funders might include SSRC, Fulbright, Fulbright-Hayes, Charlotte Newcomb, Mellon and others that support dissertation research and/or writing. Along with your proposal, please submit the descriptive guidelines and criteria of selection for the program for which you have written. If the guidelines do not require submission of a project budget, timeline and curriculum vitae, add those to your application packet. A complete application will include:

- Cover sheet with all signatures
- Proposal and other materials prepared according to the guidelines of your selected funding program
- Guidelines and selection criteria for the funding program
- Project budget (if not already included)
- Project timeline (if not already included)
- Curriculum vitae (if not already included)

Please submit your complete application by interoffice mail, regular mail, or in person to:

Aline Jesus Rafi
Center for the Study of Public Scholarship
1256 Briarcliff Road, Bldg A, Suite W278
Atlanta, GA 30306
Phone: 404-727-7602; Email: arafi@emory.edu

Applications and proposals must be original hard copies. Electronic copies and faxes will not be accepted.

Deadlines and Dates

Cover sheet and application materials due

Monday, April 16, 2007

Notification of acceptance to Institute

No later than Tuesday, May 1, 2007

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APPLICATION COVER SHEET

Name _____

Email _____ Phone Number _____

Number of Years at Emory University _____

Department _____

Project Title and Research Location _____

Have you ever received a grant before? If so, for what? _____

Did you attend the Intensive Grant Writing Workshop in 2006 or 2007? _____

Your signature _____ Date _____

Name of Advisor _____

Signature of Advisor _____ Date _____

(application will not be accepted without advisor's signature)

Name of DGS in your graduate program _____

Signature of DGS _____ Date _____

(application will not be accepted without DGS's signature)

Please return (by mail or hand-delivery) this cover sheet with your draft proposal (using typeface no smaller than 12 point), guidelines and selection criteria for the funding program, budget, timeline and curriculum vitae to:

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**DEADLINE FOR SUBMISSION IS
MONDAY, APRIL 16, 2007 by 5:00pm**

Emailed applications and faxes will not be accepted. Late applications will not be accepted.