

GRADUATE GRANT WRITING

(BI 599, 3 units)

WINTER 2025 Wed. 6-8PM

VSC B1-12

Instructor:

Prof. Justin Courcelle

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503/725-3866

Course Website:

<http://web.pdx.edu/~justc/courses/GrantWriting/>

Optional texts:

Strunk and White. The Elements of Style (around since 1959, still between \$3 and \$12).

Other texts:

McMillan, V. E. Writing Papers in the Biological Sciences.

Pechenik, J. A. A short guide to writing about biology.

Course Objectives and Skills Development:

In this course you will continue to learn how to improve your writing skills, how to write an effective grant proposal, where to seek funding for research, how to review and critique manuscripts and grant proposals, and you will practice the typical review process. By the end of the term, you will have completed and have assembled a thesis committee, prepared an NSF fellowship application, and have a dossier ready for you to apply for other grants, fellowships, and job opportunities.

Grading: Grades for this course will be based on class participation (30%), written and class presentation assignments (40%) and the draft and final version of your grant proposal (30%). It is not possible to pass this class absent submission of your grant proposal.

Students with accommodations approved through the Disability Resource Center (DRC) are responsible for contacting me prior to or during the first week of the term to discuss accommodations. Students who believe they are eligible for accommodations but who have not yet obtained approval through the DRC should contact the DRC immediately. It is the student's responsibility to make sure that their exams and finals at the DRC are scheduled to begin before class finishes on each exam day.

As an instructor, one of my responsibilities is to help create a safe learning environment for my students and for the campus as a whole. Please be aware that as a faculty member, I have the responsibility to report any instances of sexual harassment, sexual violence and/or other forms of prohibited discrimination. If you would rather share information about sexual harassment, sexual violence or discrimination to a confidential employee who does not have this reporting responsibility, you can find a list of those individuals at <https://www.pdx.edu/sexual-assault/get-help>. For more information about Title IX please complete the required student module "Creating a Safe Campus" in your D2L.

LEARNING OBJECTIVES AND SCHEDULE

Date	Topics in class	Assignments for the week	What's due at the start of class
Jan 8	<ul style="list-style-type: none"> Goals for the quarter Differences between a Prospectus and Grant Committee Composition 	<ul style="list-style-type: none"> The NSF graduate research fellowship Identify your MS or PhD committee. (due in two wks) Establish a date to present your research plan to your committee. (due in two wks) 	
Jan 15	<ul style="list-style-type: none"> NSF Grant Application Strategies 	<ul style="list-style-type: none"> 1 Compose a two page graduate research statement to the NSF format. (you may use your prospectus as a template to modify or condense) 	<ul style="list-style-type: none"> A copy of your prospectus from last quarter.
Jan 22	<ul style="list-style-type: none"> NO CLASS MLK Day 	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
Jan 29	<ul style="list-style-type: none"> Finding other grants Format of Larger Grants Your Committee choices 	<ul style="list-style-type: none"> 2 Construct a three page, "Relevant background and future goals" statement 	<ul style="list-style-type: none"> A <i>draft</i> of your two page, "graduate research" statement Your Committee and Meeting Date Form
Feb 05	<ul style="list-style-type: none"> Techniques for revising and focusing your draft. Constructing CVs 	<ul style="list-style-type: none"> Find three grants or fellowships that you could submit proposals to, compile info into ppt. Create a CV 	<ul style="list-style-type: none"> A <i>draft</i> of your three page, "Relevant background and future goals" statement.
Feb 12	<ul style="list-style-type: none"> Grant Site Presentations 	<ul style="list-style-type: none"> Make an appt with me to discuss your proposal 	<ul style="list-style-type: none"> Your CV Grant/Fellowship presentations
Feb 19	<ul style="list-style-type: none"> Individual meetings 		
Feb 26	<ul style="list-style-type: none"> Review Panel Assignments Grant Rating System 	<ul style="list-style-type: none"> Review your assigned grant proposals and write your reviews 	<ul style="list-style-type: none"> A pdf document of your final grant that you would like to have reviewed and considered by the peer-review panel (via email).
Mar 05	<ul style="list-style-type: none"> No Class (to enable you to write and review your proposal assignments) 	<ul style="list-style-type: none"> Review the summaries of other panelists who were assigned to your proposals. Prepare for panel discussions 	<ul style="list-style-type: none"> The reviews of the proposals that you were assigned (via email)
Mar 12	<ul style="list-style-type: none"> Panel Meetings 	<ul style="list-style-type: none"> Write your panel summaries 	<ul style="list-style-type: none"> Your panel discussion summary is due before Monday of next week, Mar 17 (via email)
Mar 19	<ul style="list-style-type: none"> Resume Panel Discussions if needed 		