

**UNIVERSITY OF CALIFORNIA, DAVIS**  
**PROPOSAL WRITING WORKSHOP IN THE HUMANITIES AND SOCIAL SCIENCES**  
**PROGRAM      FEBRUARY 27, 28, 29, 2004**

**February 27, 2004**

**8-8:30 Registration, Continental Breakfast**

**8:30-8:45am**

**I. Welcome: Barbara Horwitz, Vice Provost – Academic Personnel**  
**Barry Klein – Vice Chancellor for Research**

**II. Introduction to Workshop & Team: Suad Joseph, UC Davis**

Suad Joseph, UC Davis; Carl Keen, UC Davis; Mary Alice Sutherland, UC Humanities  
Research Institute, Irvine; David Szanton, UC Berkeley

**III. Funders: Their Objectives & Their Resources**

**8:45-9:45am** Mary Alice Sutherland, Carl Keen, David Szanton, Suad Joseph  
Where is the money? What is available? Probability of getting funded?  
Creating relationships with funders  
Types of Grants  
Individual, collaborative, institutional  
Government and international agencies  
Research agencies, institutes and centers  
Action agencies  
Private Foundations, donors, gifts – academic and programmatic  
Information sources  
Funders' target Audiences – academic, institutional, public officials, students,  
general public

**IV: The Effective Research Proposal**

**9:45-10:30am A. What is the question? What are the goals?**

(Statement of the problem, objectives, the abstract, project target audience)  
Lead presenter: Suad Joseph,  
Discussion: Mary Alice Sutherland, Carl Keen, David Szanton

**10:30-11      B. What is the answer? (Hypothesis) & Why is this the best answer?  
(Theory)**

Lead presenter: Suad Joseph  
Discussion: David Szanton, Carl Keen, Mary Alice Sutherland,

**11-11:30      C. How have others addressed the question? Why project is worth funding?**

(Literature review, need statement, significance statement, bibliography)  
Lead presenter: David Szanton  
Discussion: Mary Alice Sutherland, Suad Joseph, Carl Keen

**11:30-12:15 Questions & Answers**

**12:15-1pm LUNCH**

**1-1:45 E. What have you already done & can you do this project? (Project feasibility, preparatory research, preliminary results, vitae, formal approvals, research permits, access, contacts, skill)**

Lead presenter: Mary Alice Sutherland

Discussion: Carl Keen, David Szanton, Suad Joseph

**1:45-2:30 F. Is the project feasible? How will you answer the question? (Methods & design). How much will it cost? How long will it take? (Budget & timetable)**

Lead presenter: David Szanton, Carl Keen

Discussion: Mary Alice Sutherland, Suad Joseph

**2:30-3:00 Questions & Answers**

**3-3:30 G. Other Components (facilities, infrastructural support, human subjects review, institutional commitment, statistics, intellectual property )**

Lead presenter: Carl Keen

Discussion: Suad Joseph, Mary Alice Sutherland, David Szanton

**3:30-4:30 V. Why proposals fail (How to increase your chances on first submission. How to do second submission. Review Process, Getting feedback)**

Lead presenter: Mary Alice Sutherland

Discussion: Suad Joseph, David Szanton, Carl Keen

**4:30-5:30 VI. Support for Research at the University of California**

Lead Presenters: Vice Chancellor for Research Barry Klein

Vice Provost--Academic Personnel Barbara Horwitz

Dean Elizabeth Langland

Associate Vice Chancellor for Development Cheryl Brown Lohse

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**VII. Institutional & Programmatic Proposals (2-3 hours each)**

Faculty teams working on large grants for research centers, collaborative research, curricular development or other institutional projects. By appointment, these sessions are 2-3 hours with one of the Workshop Team members. Appointments will all be held at the University Club.

- A. Suad Joseph
- B. David Szanton
- C. Mary Alice Sutherland
- D. Carl Keen
- E. Lynne Chronister

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**VIII. Individual Proposals**

Individual (or teams) of faculty working on grants for research. By appointment, these sessions are 1 hour long with one of the Workshop Team members. Appointments will all be held at the University Club.

- A. Suad Joseph
- B. David Szanton
- C. Mary Alice Sutherland
- D. Carl Keen