**Grading Standards for the Grant Proposal**

UWP 104E Science Writing

As your group collaboratively writes and revises your Grant Proposal on the Google Drive account to which you have added me as a participant with permission to edit, use the following check list to keep the draft on track for what I will evaluate. During class we typically discuss these grading standards, practice meeting them, and sometimes examine sample drafts. If you have any questions about any of the following grading standards, be sure to get in touch with me for clarification.

* **Length**: approximately 15 pages minimum total; double-spaced (except the abstract), 12-point Times New Roman font
* **Topic**: one group member’s topic used throughout the quarter
* **Sources**: as many from the quarter’s research as apply, plus any additional sources for precedent for your experimental design. Create a folder in the Google Drive account to which I’ve been added with permission to edit and title the folder "Sources for the Grant Proposal.” Uploaded to this folder all your sources (rather than just links to those sources).
* **Collaboration:** write the paper collaboratively with your assigned group using a Google Drive account to which you add me as someone with “permission to edit” (Don Meisenheimer at dkmeisenheimer@ucdavis.edu).
* **Audience**: combination of a lay audience and experts in your field, depending on the section of the proposal

**The Main Sections:**

* **Title page**: the title should be technical, not a sentence, full of key jargon; the page should be formatted as in the sample, and it should include signatures.
* **Abstract**: formatted as in the sample, about 250 words, for a technical audience; a concise technical summary of the problem (a hook sentence), the relevant background, and your proposed experiment’s solution.
* **Introduction**: labeled, about 1 ½ pages; for a lay audience. The first sentence establishes who wants how much from whom for what, as well as a clear relevancy statement (hook). Clearly define and explain key technical terms in the intro, as well as outlining the current problem and your proposed solution. End the Intro with a roadmap paragraph.
* **Background**: labeled, about 1 ½ pages; for a technical audience. Inter-relate the articles in a sort of mini-Lit Review, establishing a clear problem that necessitates your research to solve it. End with a general statement of how your proposed experiment will use the precedents of the past research to correct that research’s inadequacies (in scope or design).
* **Description of Proposed Research**: labeled, 2- 4 pages; for a technical audience. This is the most important section of the proposal, being a methods section in future tense. All the technical details should be provided for someone other than yourself to run the experiment. Use subheadings (but they don’t replace transitions). Usually, you begin with a mini-intro paragraph, and organize according to phases of research or a timeline. Be sure that you are rephrasing any precedents or protocols from other research.
* **End Matter**: An extensive bibliography showing off your quarter’s research; a paragraph justifying needed personnel, accompanied by biographical sketches of all participants and formatted identically; a paragraph justifying the budget’s details, followed by a budget.

**Global Issues**

* Use both cosmetic and logical transitions
* Use subheadings (but they don’t replace transitions)
* Avoid passive voice (use 95% active voice) for the lay audience
* Passive voice (excluding “there is/are” and awkward phrasing) are okay for the expert audience
* Include frequent in-text citations and a variety of tag-lines
* Pick a citation style used by one of your scholarly articles uses
* Include a Reference section
* Use clear, concise, and formal language, and sound grammar