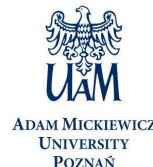


# Fellowship and Grant Writing for PhD Students & Early Career Scholars

*Part I: Before You Start “Writing”*

Adriana Picoral  
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# Agenda:

- Why apply for funding? (Ashley)
  - Grants or Fellowships?
  - Internal vs External
  - Getting support
- Before writing application: what should you consider?
- Searching for the right opportunity
- Analyzing calls for grant applications and assessing fit (Ola)
  - Interactive Activity 1 (10 min)
- Reading and Annotating Requests for Proposals (Hadi's activity, 10 min)
- Using tools to structure grant writing prep (Adriana)
- Q & A

# Why should you apply for grants & fellowships?

- Opportunities to carry out innovative research and provide services to others
- Funds provided by a grant or fellowship do not need to be paid back
- Professionalization and development of career objectives
- Credibility and public exposure
- Winning one grant or fellowship often sets you up to win others
- Depending on your discipline and institution, grants and fellowships might be required for promotion

# Grant or Fellowship?

Grants cover a variety of purposes and are not generally renewable:

- Conferences
  - Fees & expenses
  - travel to and from
  - lodging
- Research projects
  - Collaborative or individual
  - Funding for participants
  - Funding for consultants
- Professionalization and further training
  - Workshops
  - Certificates
- Equipment for a lab or research expenses
- Community engagement and support

Fellowships are often used to cover educational & living expenses for one person and may be renewable:

- Graduate education and funding
  - Doctoral fellowships
  - Diversity fellowships
- Dissertation fellowships
  - Allow PhD Candidates to focus on their dissertation for a whole year
- Post-doc fellowships
  - Funding to continue doing research at a new or current institution post-PhD
- Early career fellowships
  - During sabbatical or pre-tenure to support research

# Internal or External Funding?

Internal funding programs are funded by the departments/programs/colleges/schools at the institution of which you're a student or faculty member. Internal grants are also typically focused on training students and faculty how to handle grants and fellowships.

- Pilot projects & smaller research projects
  - Seed grants
    - gateway to external funding
- Research focused on the goals and mission of the institution
- Funding to support writing and publishing research
- Conferences

External funding programs are outside the institution of which you're a member. These funding programs are often strictly dedicated to providing \$\$ to researchers.

- Larger scale research projects
- Course buyouts (reduced teaching load)
- Research assistants
- Travel costs for sharing your research with others
- Instrumentation, supplies, and equipment
- Participant recruitment
- Consultant fees

# Getting support for your grant writing process

Typically a university/college will have a grants office, or an office dedicated to providing support and resources for researchers.

At UW-Bothell we have the [Office of Sponsored Research](#)

- Support locating grants
- Support writing a grant application
  - Workshops
  - 1-1 meetings
- Support writing and justifying a budget
- Support managing your grant (if funded)



How to find grants and fellowships to  
apply for?

# Application cycle





# Searching for the right opportunity: the timeline

## Long-term planning (1+ years)

- Monitor the funding options years in advance
  - If you are a first year PhD student, you can follow information about dissertation funding through school resources & general web search
- If you are getting close to graduation, explore grant schemes for early career scholars
- Build your CV with the aim of being competitive based on recurrent calls
- In case you need letters of recommendation - start building the relationship with 3-4 academics
- Contact previous winners
- Review types of letter of recommendation needed (rigid forms vs. open letters)

# Searching for the right opportunity: the timeline

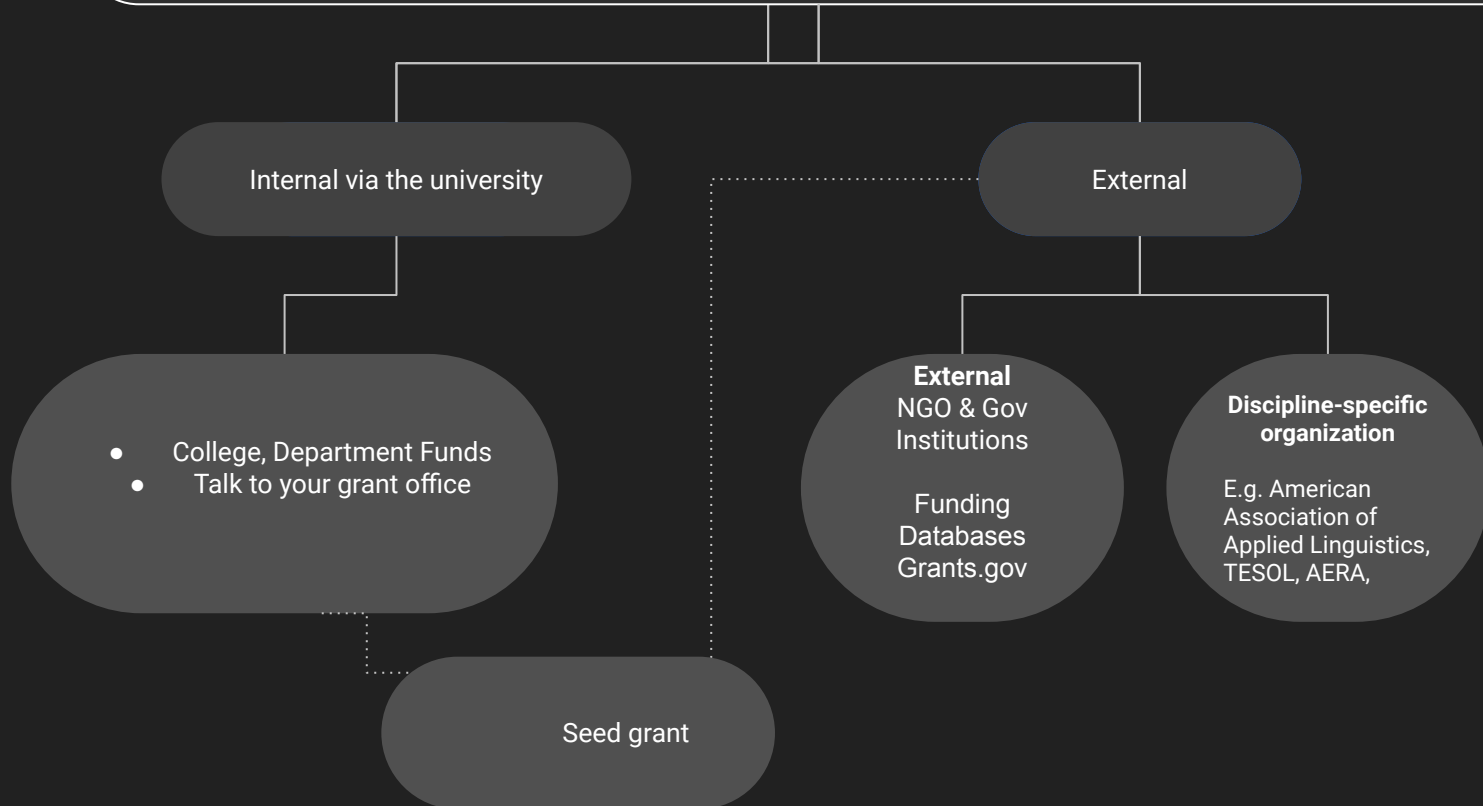
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## Ad-hoc opportunities

- Identify elements of the application that require other stakeholders
  - Contact your reference letter writers asap (if needed)
  - Contact potential hosting institution (if needed)
  - Friendly editors that can work across different levels of editing: organization, argument, copyediting, proofreading.
    - Those who can read your proposal with a very short heads up time
- Recycle previous documents
- Keep your CV updated; maintain an archive of different versions of documents

# Searching for the right opportunity



# Searching for the right opportunity

## USA

- National Science Foundation (NSF)
- National Endowment of the Humanities (NEH)  
which also funds social science research
- The Social Science Research Council (i.e. Mellon International Dissertation Research Fellowship (IDRF))
- Ford Foundation
- AAUW (American Association of University Women)
- ACLS (American Council of Learned Societies)
  - Mellon/ACLS Dissertation Completion Fellowships

## Europe (EU)

- European Union Research Council
  - Starting grant (2-7 years after PhD)
- National Science Centers

## Other (Share links in the chat)

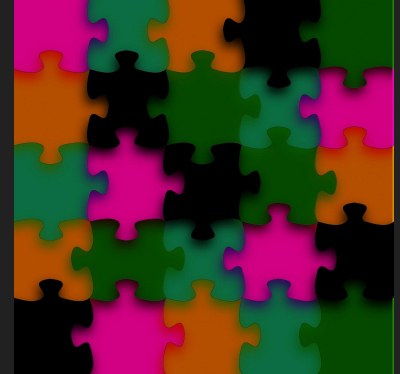
# Assessing if you are a good fit

## *YOUR IDENTITY*

- Citizenship / gender / race / ethnicity
- Disciplines
  - Humanities
  - Social Sciences
- Check the educational level: do you need to have a PhD in hand or by a certain date?
- Is there a requirement for length of time in program (no more than 6 years), or not more than 3 years after graduation?

## *THE ORGANIZATION'S IDENTITY*

- What is its Mission and Aims?
- Who founded it and why? What values do they represent?
- Is there a specific aim for the given opportunity (increase diversity, etc)



# Activity 1:

Read the call for applications for different funding schemes.

- 1) Analyze career stage / candidate fit.
- 2) Match proposal samples to the funding calls.

# **Request For Proposals (RFP)**

## Call For Proposals (CFP)

# American Council of Learned Societies Digital Extension Grant



# Activity General Description

- Examine ACLS Digital Extension Grant CFP
- Divide the audience into three breakout rooms
- Assign the three groups different parts of the CFP
- Annotate your section of the CFP
- Use the Google Doc tools to make margin comments
  - Highlight important keywords and comment
  - Highlight language you do not understand and leave a specific question

# Activity Instructions for Break out Room 1

- Break out Room 1: ACLS CFP [Part I](#)
  - What is the **scope of possible projects**?
  - What are the **allowed expenses** in the **budget**?
  - What are the **eligibility requirements**?
  - Do you have any questions on the **language** of the **evaluation criteria**?

# Activity Instructions for Break out Room 2

- Break out Room 2: ACLS CFP [Part II](#)
  - **Project History:** In what stage should your project be for eligibility purposes?
  - **Project Overview:** Should your proposed project be individual or team based?
  - **Collaboration:** What kind of collaborators do you need and why?
  - **Infrastructure:** Who are possible collaborators from your institution?

# Activity Instructions for Break out Room 3

- Break out Room 3: ACLS CFP [Part III](#)
  - What kind of sources go under a bibliography or why do you need one?
  - What should be included in your timeline?
  - **Budget Specifications:** What are the allowed expenses?
  - **Intellectual Property Statement:** What requirements do they list?
  - **Project staffing:** What do you need from the people working with you on the project?
  - Who could write you the reference letters?
  - Why do they require an institutional statement?

# General Recommendations

- Design a timeline for grant and fellowship writing
  - Planning Phase
  - Writing Phase
  - Submission Phase
- Look for samples of successful proposals published by the same program
- Reach out to previous grant awardees when possible

Next Steps

# What next?

Once you found a grant to apply to, the next steps include:

- [Plan it out](#)
- Write it out
  - Start early
  - Get feedback from people outside your research area
- Be prepared for disappointment
  - Not being funded is more common than being funded
  - Use feedback to make your application better
  - Apply, apply, apply

# Thank you! Questions?

Please fill out exit survey:

<http://bit.ly/survey-crow-workshop-03>