

Accessing Grants and Fellowships:
Workshop for Doctoral Students in Public
Policy and Public Administration

Dylan Conger

George Washington University

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Do your homework

- Develop database of funders: Foundations, Government, Private, Professional Association, Internal
- For each funding source, collect:
 - Funding Priorities
 - Process
 - Submission Requirements
 - Deadlines
 - Amounts (& length of time)
- Prioritize opportunities for junior scholars
- Know your institution's requirements and deadlines

Refine your Topics

- Stick to your research agenda but also....
 - Consider the priorities that the funders are setting
 - Consider policy and practitioner audiences. To whom (and how) will you disseminate the policy implications of your research?
 - Consider the research audiences. To what disciplines will your work contribute, if any?
 - Consider working with people in applied research shops (if you find yourself in academia)

Proposal/Narrative

- Narrative
 - Obtain example of a winning proposal
 - Follow grant guidelines EXACTLY
 - Respond directly to the priorities
 - Show enthusiasm for the idea
 - Avoid disciplinary jargon
 - Consider methodological norms in diff. disciplines
- Process
 - Share draft with others in your field
 - Get a condensed description of proposal to letter-writers early (if required)
 - Don't overdo it, but don't be afraid to contact program officers

Budget & Other

- Obtain sample budget from a senior colleague
- Consider your time very carefully and review with your chair or supervisor and internal grants administrator:
 - Your effort (course release/summer?)
 - Research assistance
 - Equipment, trainee expenses, advisory board
 - Conferences/Other travel
- Pay attention to funding caps
- Letters of support from policymakers & practitioners
- If need to use confidential/restricted-access data, obtain letter of support from source

Post Submission

- Be sure you receive confirmation
- Follow-up if you do not hear a response in the time frame announcements were to be made
- Be prepared for rejection
 - Read rejection letters carefully for reviewer feedback
 - Discuss with program officers whether it would be worthwhile to submit again
- If you make it to a second round, be prepared to write responses to reviewer comments & trim your budget