UNCG PSC 511G – Problems in Public Management: Grant Writing
SPRING 2017
Syllabus

January 17 – March 7, 2016, 6:30 – 9:20 pm unless otherwise noted
Instructor: Nancy Parks Hunter
Email: nphunter@uncg.edu
Phone: 336-601-2758
Office hours: One half hour prior to class and one half hour following class

Objectives
By the end of the course, students will:

1. Understand the different functions and types of grants for governmental and nonprofit organizations
2. Understand the basic elements of a grant proposal, including community assessment, objective setting, evaluation techniques and budget development within a grant proposal
3. Understand the importance of program planning in the development of a grant proposal
4. Understand the elements of program planning
5. Understand the “jargon” of grants
6. Be able to research and identify different types of funding sources and grants
7. Produce a basic grant proposal complying with funding source requirements
8. Evaluate grant proposals

Required Text
No text will be required. Internet readings may be assigned during class

Class Schedule

January 17 (3 hour class)
Overview of class
   Introduction of instructor and students
   Topics to be covered
   Schedule
   Description of assignments

Functions and Types of Grants
   Uses and types of grants and other possible funding sources
   Types of grant sources
   Grant barriers

Major Elements of a Grant Proposal
   Needs Assessment
   Plan for Action
   Outcome Evaluation
January 24 (3 hour class)
The Basics of Grant Planning
  Program planning and resource development
  Basic program planning elements
  Grant sources and how they relate to program needs
  Grant formats

January 31 (3 hour class – includes class time for Role Play preparation)
  Funding Decision Exercise
  Preparation for Grant Request and Evaluation Role Play
Grant topic due by email prior to class

February 7 (2 hour class)
  Grant Request and Evaluation Role Play

February 14 (2 hour class)
  Federal grants
  Grant management
Individually consultation following class
Grant funding source summary due by email prior to class

February 21 (2 hour class)
  Panel of Funding Sources
  Class review
Individually consultation following class on an appointment basis
Grant proposal outline due by email prior to class

Final exam: Take home final timed at 1½ hours.

Feb 28 - Final Exam and Written Grant Proposal Project Due.
No scheduled class, make up day in the event a previous class session has to be postponed due to inclement weather.

Grading:
20% - Overall participation and discussion (includes role play and meeting required deadlines)
60% - Written grant proposal (10% funding source summary; 10% grant proposal outline; 40% full proposal)
20% - Final Exam – Evaluation of Grant Proposal