Syllabus
PSC 511G -- Problems in Public Management: Grant Writing
2nd Session, Summer 2016 (June 16 – July 22, 2016)
Note: All assignments are due at 5 p.m. on the due date noted.

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Objectives

By the end of the course, students will:
1. Understand the importance of program planning in the development of a grant proposal
2. Understand the elements of program planning
3. Understand the "jargon" of grants
4. Be able to research and identify different types of funding sources and grants
5. Understand the basic elements of a grant proposal, including community assessment, objective setting, evaluation techniques and budget development within a grant proposal
6. Produce a basic grant proposal complying with funding source requirements
7. Evaluate grant proposals

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

Due Prior to June 16:
- Student Background Form due back to instructor

Assignments for June 16 through June 22
All information in the "Course Overview" section
- Read the Information contained in the Proposal Development Overview Section.
- Complete and submit the "Proposal Development Overview Section Worksheet" – Due June 20.

All information in the "Program Planning" section.
1. Open the folder called "Need".
- Read the document titled "Need".
- Complete and submit the worksheet on Page Two of the Document – Due June 22.
- Read the document titled "Understanding the Need".

2. Open the folder called "Solution".
- Read the document "Moving from Needs to Solution".
- Read the document ""Developing the Solution".

3. Open the Folder called "Logic Model".
- Read the document called "Logic Model Overview".

<div align="center">**Assignments for June23 through June 29**</div>

1. The instructor will divide the class into groups. During the week of June 23, each group will construct a Logic Model using the information in the provided document and submit Logic Model exercise to the instuctor. Due by June 29.

2. Open the folder called "Evaluation"
- Read the document called "Overview of Evaluation"
- Complete and submit the "Evaluation Worksheet" – Due June 29

3. Open the section called "Developing the Budget"
- Read the document "Budget Overview"
- Read the document "Budget Preparation"
- Complete and submit the documents "Budget Prep Exercise" – Due June 29
- Read the document "Future Funding"

4. Open the Section "Organizational Info"
- Read the document "Organizational Info"

5. Summit final proposal topic and a two sentence description of the topic – Due June 29

<div align="center">**Assignment for June 30 through July 6**</div>

1. Open the "Finding Funding" Section
- Read the "Finding Funding Overview" document
- Read the "Foundation, Corporate and Government Funding" document
- Read the Researching Funding Sources" document
- Complete and Submit the "Finding Funding Worksheet" – Due July 6

2. Complete the Grant Panel Simulation, found in the "Putting It All Together" section, through working groups. Grant Panel Simulation -- Due July 6.

3. Submit funding source for final proposal to instructor – Due July 6

Assignment for July 7 through July 13
- Complete the Group Proposal assignment, found in the "Putting It All Together" section. Group proposal assignment -- Due June 16.

Assignment for July 14 through July 23
- Submission of the Final Proposal – Due July 18
- Submission of Final Exam – Due July 22

Grading
20% -- Participation (includes group projects and meeting required deadlines)
60% -- Written grant proposal
20% -- Final Exam