GRANT PROPOSAL GRADING

EDU 397F- Fall 2012

*Grant Proposals are due October 11th*

(Specific grant and 3 references due Sept. 27th)

In order to better understand the process for finding and receiving grants in music education, students will research and write a grant proposal summary for this class. An additional objective is to assess English writing skills.

Grant Proposals are to be approved and three references submitted to Dr. Barfield by Sept. 27th. Do not start working on your proposal until your RFP has been approved in writing. (loss of 3 pts. if not submitted on time to D2L)

Proposals need to have the following components:

Title Page (1 pt.)

Request for Proposal (RFP) – (4 pts.)

Abstract (includes which grant, your school information, what you are requesting and the dollar amount). (5 pts.)

Proposal Summary – 3-5 pages (less than 3 full pages will not be accepted) (25 pts.)

1. High Score (20-25): Proposal is clear, focused and accurate. All relevant points are made with good support, including research (studies that support music education).
2. Medium score (15-19): The proposal is somewhat focused. Most relevant points are made with some support and a few important research studies are noted.
3. Low score (below 15): The proposal misses the point, contains inaccurate information, or demonstrates a lack of understanding of the grant proposal process. Points are unclear, support is missing and/or no research is included.
4. APA errors (1-3, minus 1 pt.; 4-6 errors, minus 2 pts.; etc.)

 References – see APA sheet handed out as well as the one I previewed for you. (10 pts.)

1. You must use at least three professional references (including a journal article and internet resource).
2. Abstracts are not considered one of the three references.
3. Two of the three references must be current (2008-2012
4. APA errors (1-3, minus 1 pt.; 4-6 errors, minus 2 pts.; etc.)

 Proposed Budget (5 pts.)

1. Need an itemized list of items/materials for which you a requesting funds
2. Where did you get the prices for these

Write a 3-5 page grant proposal for funding for music education. You must include the RFP (Request for Proposal) instructions (not counted as the 3-5 pages) and summary of your grant proposal including at least three references (including a journal article and internet resource) that indicate how your research relates to your proposal request, how you plan to implement the project, and a brief budget. Proposals are to be typed (12 pt Courier or Times New Roman font), double-spaced (ds), and in the APA format that was handed out in class. Post your proposal in the Desire to Learn (D2L) Dropbox (must have the entire paper on ONE file) as well as handing in a hard copy to Dr. Barfield. Label your file with your last name and the name of your grant (example of filename: Barfield MENC Grant). You will not receive your graded hard copy until AFTER you have posted your paper in the Dropbox. Papers will be returned (and lose points) if not spell-checked or with more than two grammatical errors per page.

Revisited proposals lose 5 points and need to be handed back in one week after they are returned. Late submissions lose 5 points per week.