GRANT PROPOSALS

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 may choose to research and write a grant proposal summary for this class. An additional objective is to assess English writing skills.

1. 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.

2. Proposals need to have the following components:

Title Page

Request for Proposal (RFP)

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

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

References – see APA sheet I handed out

Proposed Budget

You must use at least three professional references (including a journal article and internet resource). Two of the three references must be current (2008-2012). Abstracts are not considered one of the three references.

3. 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. I will be using TurnItIn on D2L so check this before you submit.

4. Please be sure that someone else has looked at your proposal. The Academic Support Center is willing and waiting to assist you!

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

6. Don’t be afraid to contact me with questions…that’s my job!

Need help with APA? Academic Support Center’s 3 – minute online workshops are great:

<http://www.msubillings.edu/asc/resources/writing/writingHandouts.html>

They also have on-campus or online writing assistance labs. Use them!

<http://www.msubillings.edu/asc/writeLabProcedure.html>