OCN791 –Proposal Preparation and Evaluation
Spring 2007

MW 12:00-1:15pm, MSB305
February 21 – May 2, 2006

http://www.soest.hawaii.edu/oceanography/zij/education/ocn791/

Instructor: Zackary Johnson (MSB614, 956-0844)
with lots of help from guest speakers

Grading:
20% class participation
50% Proposal (10 pages)
30% Proposal Reviews (3X 1 page)

Credits: 2 units

Text: Research Projects and Research Proposals, P Chapin 2004, Cambridge University Press (Note – this will not be available through the bookstore, however you can easily find it at various online booksellers.)

OBJECTIVES:
• To understand the steps involved in creating, evaluating and modifying a proposal, focusing on the scientific research proposal for funding as a model

• To learn from experts:
  - How to find funding
  - What qualities make a good proposal
  - What the program managers are looking for
  - How funding decisions are made
  - What institutional overhead is and what it supports
  - What steps are required institutionally (other than writing the proposal)
  - How to manage a research project

• To improve communication skills
COURSE OUTLINE
Week 1: Introduction
Week 2: How NSF works
  Topic Selection, Project Planning, Funding Source, Chapters 1-4
Week 3: **Round Table 1**: Sources of Funding/Agency Peculiarities
  Topic Selection, Project Planning, Funding Source, Chapters 1-4
Week 4: Proposal Preparation: Abstract/Introduction, Chapters 5-6
  Proposal Preparation: Science
Week 5: Proposal Preparation: Budget
  **Round Table 2**: Budget
Week 6: Student Proposal Presentations
Week 7: Proposal Evaluation, Chapters 7-9
Week 8: **Round Table 3**: Evaluation
  Student Evaluations #1
Week 9: Student Evaluations #2
  Incorporating Comments / Resubmission #1
Week 10: Incorporating Comments / Resubmission #2
  **Round Table 4**: Managing the Project

**Round Table** meetings will consist of 2-4 experts in a given topic. Experts from throughout the University will give a brief introduction highlighting their insight on the topic followed by a question and answer period for students.