

# 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.