

Graduate & Dissertation Grant Funding

Research Opportunities Office Bureau of Educational Research

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Welcome to the Graduate and Dissertation Funding Presentation! You will gain the most benefit if you follow this presentation concurrently with the Seminar Worksheets—Sample electronic file and Dissertation Funding Process handout. If you are also online you will be able to follow the links embedded in the presentation and handouts.

Before continuing make sure you have the electronic files or hard copies of 1) Funding Links, 2) Graduate and Dissertation Funding Workshop Handout, 3) Graduate and Dissertation Funding Checklist, 4) Professional Profile, 5) My Network, 6) Proposal Components, and 7) Links to Funding Resources

Goals for this workshop

- Understand the different funding areas of graduate & dissertation funding
- Learn about potential funding agencies and their competitions you may be eligible for
- Provide an interactive space in which to bring your own specific questions and concerns
- Introduce different sources and tools

Thank you for your interest in learning more about funding. Although you are not sitting in a workshop, we hope that you will take your time going through the slides and following the guidelines in the notes underneath the slides. Please try to complete the suggested sections of the worksheet as you read about it, this process will help you get organized. Also, the worksheets were created as a guide, so edit them as you choose by changing the titles, headings, sections, etc... In other words, make them useful tools for you. Ideally, at the end of this workshop/presentation you should be able to fill in the Seminar Checklist with either the appropriate information or notes and reminders.

If you have any questions please contact Rufina Cortez, 244-4915, cortez2@uiuc.edu or Raynika Trent, 244-4915, rjtrent@uiuc.edu.

Why think about funding now?

- Pay for your dissertation expenses!
- Learn about the grant writing process
- Identify different sources of funding
- Learn about funding cycles and timing
- Establish a relationship with an agency
- Advance yourself professionally

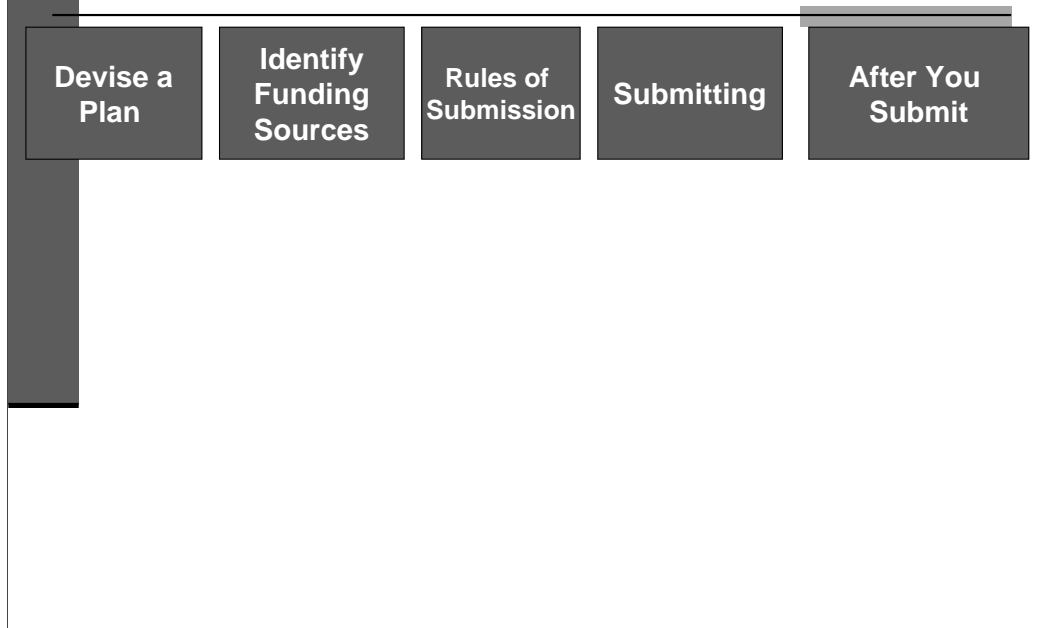
Write a couple of notes about your needs, just to remind yourself why you need to spend the time on this right now. Again, spending time on each section in conjunction with the other materials provided is helpful and how they were intended to be utilized.

Popular Grants

- AAUW – American Fellows
- AAUW – International Fellows
- AERA – Dissertation Grants
- Ford Foundation – Diversity
- Fulbright-Hays Dissertation
- NSF – Science & Society
- Spencer – related to Ed
- UIUC Travel Grants

This is a brief listing of some of the most popular grant competitions for graduate students in the area of education, but there are many, many more. Take a look at the handout (or file) labeled “Funding Links” which is an excel printout of the Bureau database. Note the headings of Program Name, Funder Name, Deadlines, and Amount. If you have the electronic file you can directly access the program announcement using the embedded URL.

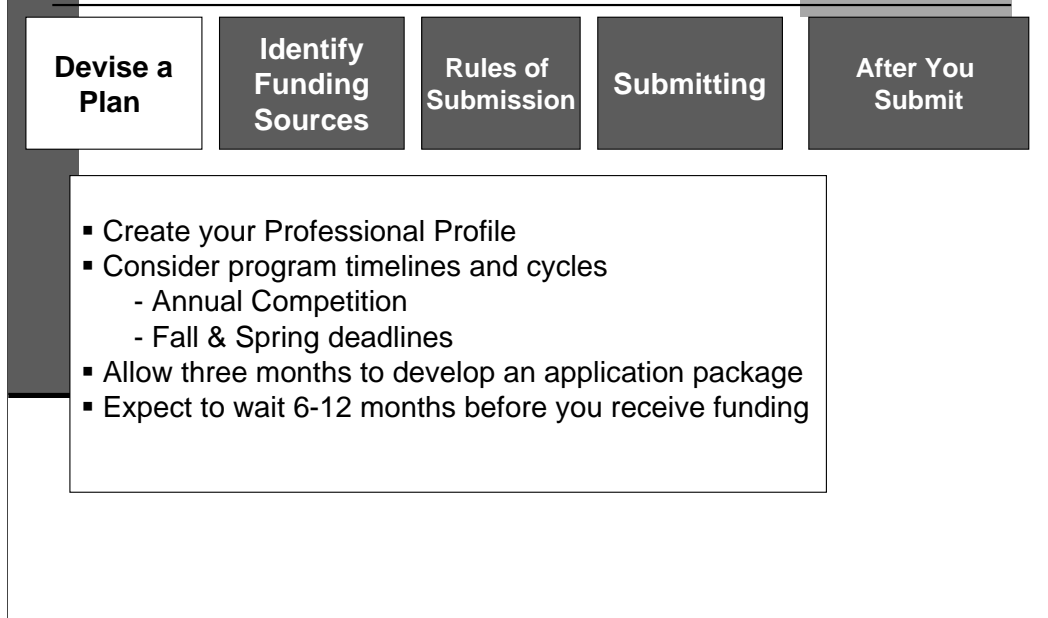
Dissertation Funding Process



Before continuing double check that you have the worksheet files open. Please notice the bottom tabs identifying five different worksheets on the excel file; Seminar Checklist, Professional Profile, My Network, Proposal Components and Resources.

During the PowerPoint presentation most of the supporting talking points are on the “Dissertation Funding Process” handout which begins on page 2 of the Graduate and Dissertation Funding Workshop Handout. There are five main sections to the presentation, each with supporting information and or activities.

Be Strategic - Devise a Plan



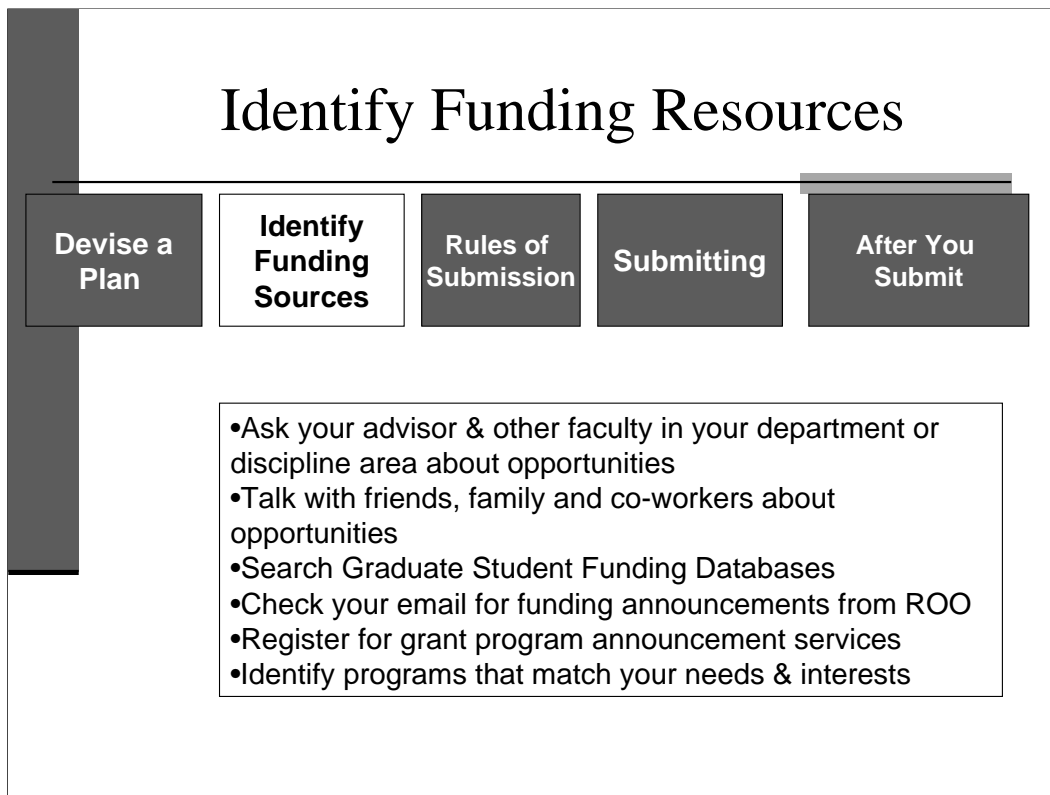
First, in devising a plan you want to create your *Professional Profile* and *Be Strategic & Put it on Your Calendar* (see notes on the **Dissertation Funding Process**). On the **Dissertation Funding Process** handout this includes Planning, CV, Core Curriculum, Abstract, and Your Network. Go to the **Seminar Worksheets--Sample** and click on **Seminar Checklist**. Try completing that first section, *Professional Profile*, by filling in the file name and location as well as the dates, please take a few minutes to do so. If you have a form or working plan you use with your advisor that is not electronic but contains this information then write that in, if it is an email that you send back and forth with your advisor, write that note in. If you do not have them, please try to give yourself realistic target dates for creating drafts.

Next, click on **My Network**. This is why we suggested you bring your address book or contacts. In attending conferences you collect so many names and are always having GREAT conversations with peers and future colleagues. Unfortunately, we do not always do well in really thinking about who we know. How we know them and what they may think about us. Take a few minutes and try completing the information for about 5 people in your network. You will not be asked to share so be honest with how you really know them, what they may think of you, and whether they would (or you would want them to) write a letter for you.

*Why track how many letters someone has written for me? It is important to BUILD your network and work on developing relationships, increasing the number of people familiar with you and your work.

Now click on the **Professional Profile Checklist**, notice that this goes into more detail than the **Seminar Checklist**. The first three sections allow for multiple versions of your CV, Abstract and Personal Statement (or Biographical Narrative). Depending on the competition you may be limited to only parts of your full personal and professional experience and interests (see **Proposal Components**), so this is just to get you thinking along those lines. Not all of it may apply to you at this time.

Go to **Resources**, and follow the link, <http://globetrotter.berkeley.edu/DissPropWorkshop/nuts&bolts/timeline.html> under *Proposal Writing* for a sample proposal calendar. The link may not open to the exact page so look on the left to select "Nuts and Bolts" and then select "Timeline". Now go back to the **Seminar Checklist** and scroll to "*Be Strategic...*" notice the block of time for each phase; these are not blocks of days but weeks and months. Proper planning and preparation is very important!



Review the sections on *Resources* and *Researching the Unexpected* on the **Dissertation Funding Process** handout.

In identifying funding sources it is important to remember what your needs are, what you will be eligible for, and thinking outside the box. Go back to the **Seminar Checklist** sheet and under *Funding Resources*, if you know your areas of needs and amounts fill them in. It is important to know what you need in part and in whole. It would be great to have one grant that would fund your tuition, research and conference travel, but realistically, you may need to apply for a research proposal grant and a tuition fellowship, and possibly even a conference travel grant. Every little bit helps and don't rule things out because it is only part of what you are looking for. Winning competitions are CV boosters!---regardless of size and you learn from your experiences.

On the **Seminar Checklist** scroll down to the sections *Covering the Bases* and *Professional Networks*. Take a few minutes testing the links and browsing the sites. You may want to create and add them to a Favorites folder as you go through them. Again, edit as you see appropriate.

Now scroll to *Researching the Unexplored/Unexpected*; if you have time visit the suggested links for private or corporate funders. These funders may have philosophies that you agree/disagree with, does it matter? That is a question of fit for you and your advisor to address, but it is important to remember to explore multiple possibilities when looking for funding.

Graduate Student Funding Databases

■ BER Dissertation Funding Database

- http://www.ed.uiuc.edu/ber/funding/funding_search.asp
- Educational & General Focus
- Research, Awards, & Travel

■ Graduate College Fellowship Opportunities

- <https://www.grad.uiuc.edu/Fellowship/index.cfm>

■ IRIS

- <http://www.library.uiuc.edu/iris/>

You also have these links on the **Funding Links** handout and on the **Resources** sheet.

Federal Agencies

- Student Gateway to the US Government
 - <http://www.students.gov/STUGOVWebApp/index.jsp>
- Grants.gov
 - http://www.grants.gov/applicants/find_grant_opportunities.jsp
- US Department of Education
 - <http://www.ed.gov/index.jhtml>
- National Science Foundation
 - <http://www.nsf.gov/>
- National Institutes of Health
 - <http://www.nih.gov/>

Again, these are already in your other materials. If you have trouble with any of the links do not hesitate to email Rufina Cortez or Raynika Trent.

3 Rules of Submission



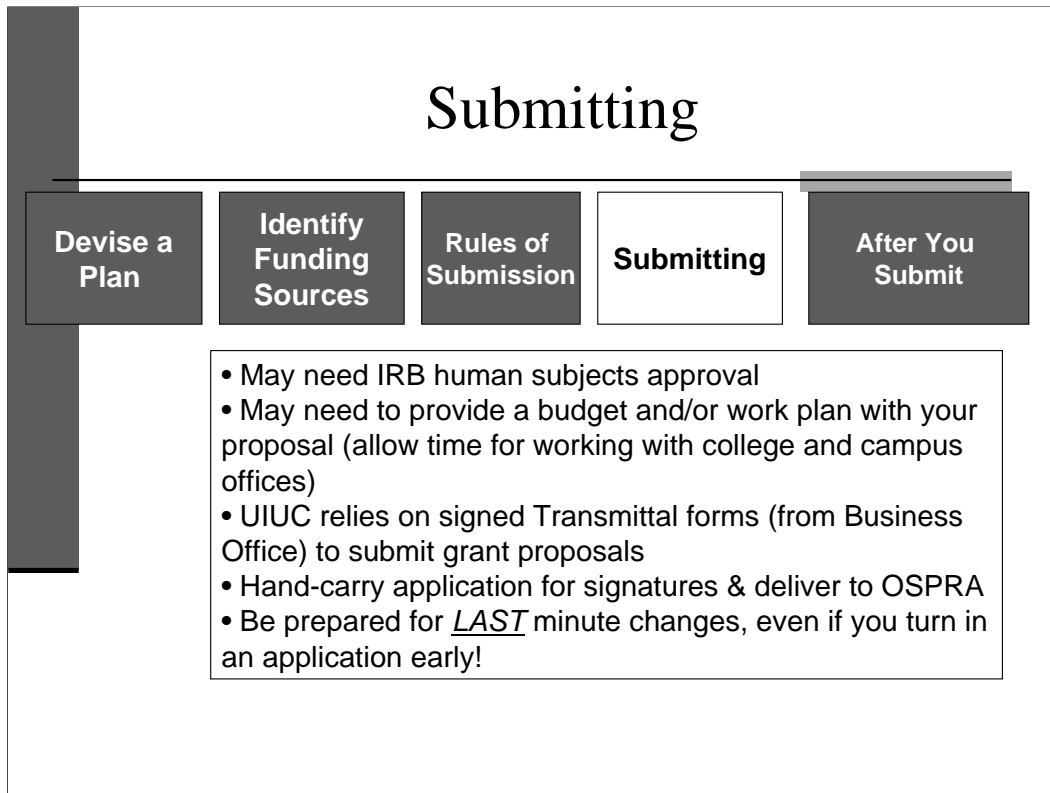
- PROOFREAD, PROOFREAD, PROOFREAD!
- Carefully read the program announcement
- Keep your Professional Profile, abstract, narrative and frameworks current
- Tailor your profile specifically to each organization
- Give yourself enough time to write your grant
- Allow six-weeks for letters of recommendation

Review the section on the *Three Rules of Submission* on the **Dissertation Funding Process**.

On the **Seminar Checklist** scroll down to *Three Rules of Submission*. Inviting family and friends to review parts of your proposal can be a good way to make sure your writing is clear and concise. They may be especially interested in reading in the personal narrative and CV review. Have your parents, siblings, friends, or spouse ever reviewed your CV?

Remember to let your proofreaders know when you would like their comments, if there was a fourth rule of submissions it would be Deadlines! Deadlines! Deadlines!

Submitting



Review the *Submitting Your Proposals* section of the **Dissertation Funding Process**.

Go to the **Proposal Components** sheet. This may be a little easier to view on the hard copy. Notice the headings of the different possible combinations of application requirements, these are all items that relate to your **Professional Profile** sheet. As you identify other funding opportunities you may want to add them to this list. Also, if you are submitting to one of these competitions you can replace the “X” with a date as you complete the application using this as a checklist. The names of the competitions are hyperlinked to the competition page for your convenience.

There is a difference between INDIVIDUAL and INSTITUTIONAL submissions. On your **Seminar Checklist** under *Submitting Your Proposal* this is labeled “Who can submit”. Proposals that **MUST** be SUBMITTED by the UNIVERSITY (APPLICATION-INSTITUTION) will take more time and there are usually changes and requests for clarifications. Make sure you allow sufficient time for their questions and your editing.

Following submission rules is VERY IMPORTANT! Your application WILL NOT BE READ if it does not comply with the instructions.

After You Submit

Devise a
Plan

Identify
Funding
Sources

Rules of
Submission

Submitting

After you Submit

- Notification can take from 30 days to over 3 months
- Might notify either the Principal Investigator or OSPRA
- Will be notified on what steps to take next (e.g. meetings, progress reports, etc.)

Review the section *After You Submit* on the **Dissertation Funding Process** and on the **Seminar Checklist**.

Patience is necessary, but KNOW the NOTIFICATION DATE! If they state early April then you need to make your first inquiry before tax day!

If funding comes through from one competition while you are waiting to hear from another, speak with your advisor about proper protocol for declining an award or potential for conflict.

Bureau Funding Resources

For additional links of funding resources

<http://www.ed.uiuc.edu/ber/webpages/FundingResources.html>

Go to the **Resources** sheet of the excel file. Some of these are very, very useful so spend a few minutes browsing and add the URLs to your favorites etc...

There are three major categories including; working with your CV, reading and complying with submission requirements, and general proposal writing and processes.

CV Tips also has Resume information and checklists for reviewing your CV/Resume.

CV Clinic has a link on the left vertical banner for FREE CV appraisal

Proposal Writing Short Course from the Foundation Center is a multilingual site which allows you to select the language you prefer. This site guides you through the writing process and crafting a budget.

Dissertation Proposal Workshop from Berkeley has sample applications that were submitted to NSF and Fullbright, <http://globetrotter.berkeley.edu/DissPropWorkshop/examples/> as well as writing guides and budgeting assistance.

THANK YOU FOR YOUR TIME IN REVIEWING THESE MATERIALS! If you have any questions please contact Rufina Cortez or Raynika Trent at 244-4915. We would also appreciate hearing your feedback on the usefulness of these materials and suggestions for improvement.