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Developmental Seminar: Grant Writing
Fall 2022

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DEP6059, Sec 18G9, 12197
W 12:50-3:50
Room 108 Psychology
Required Book: Graduate Fellowship Writing
Made Easy (Rebecca Spencer).
**Please bring a laptop with internet access and
a plug to class every day**

Instructor:
Lisa Scott, Ph.D.
lscott@ufl.edu
Office Hours: Wednesday mornings by appointment

Course Description and Objectives:

1 Credit Option: This is for students who have already taken grant writing or have fulfilled their Developmental course requirements or are in their first semester of graduate school. The first hour of every class will include a topic introduction by Dr. Scott, guest speaker, student presenter, panel discussion, or instructional video on topics related to grant writing. Depending on the day/topic and given the limited amount of time for 1 credit option, discussion of topics may be limited and faculty/students who attend will be invited to attend the 3-credit portion if they wish to participate in the discussion and will be expected to have done the reading/prep work. Students wanting to fulfill the grant writing BCN requirement are required to take the 3-credit option.

3 Credit Option: For three credits you will continue to develop your grant writing skillset within the context of your domain of research (for developmental students this will be a developmental domain). You will gain concise training to help you a) identify a specific problem you are ideally suited to address or solve, b) decode funding announcements and find appropriate funding opportunities, c) develop your research ideas around a problem, c) craft concise research objectives and aims, and d) prepare required grant materials with attention to detail. By the end of this class, you will have a working knowledge of funding opportunities that are relevant to you and your domain of research and will have completed several parts of a grant proposal that will be useful in the future. This option is required for BCN grant writing requirement.

Note: This class will primarily focus on preparing an NIH F31 grant. This mechanism is not appropriate for all students but preparing an F31 will prepare all students for future grant writing. Other mechanisms (e.g., NSF GRFP; Ford) will be discussed throughout the course, but the assignments will primarily center around the NIH F31 grant proposal.

Course Timeline

Week 1 (August 24th): Introduction to Grant Writing and Time Management
Read: Spencer Chapter 1
In-Class Assignment: Creating your Timeline

Week 2 (August 31st): Identifying a research problem and writing specific aims/project summary
Read: Spencer Chapters 2-4; Sohn, 2020 (Nature).
In Class Assignment: Mapping your Proposal Topic and Tools

Week 3 (September 7th) No in-class meeting- Online Assignment
Read: Spencer Chapter 5 & Mikal, 2021 (Chronicle of Higher Ed).
Assignment: Online Specific Aims Reviews

Week 4 (September 14th): Student presentations of research problems
Presentation of Proposal Topic Due (5 mins each)

Week 5 (September 21st): Identifying a Funding Agency/Mechanism Panel
Read: Spencer Chapter 6
In Class Assignment: Looking up Research Funding Opportunities

Week 6 (September 28th): Research Strategy for the NIH F31 and NSF GRFP (as needed)
Read: Spencer Chapters 7 & 8
Specific Aims Due
In Class Assignment: Prep-Sign-up for NSF, NIH, Orcid, and ScienCV

Week 7 (October 5th): Biosketch (ScienCV, Orcid, NSF vs. NIH) and Responsible Conduct
Read: Spencer Chapter 9
In Class Assignment: Outlining your Biosketch and Writing your Responsible Conduct in Research Section

Week 8 (October 12th): Background and Goals
Read: Spencer Chapter 10
In-class Assignment: Writing your Background and Goals section
Biosketch Due

Week 9 (October 19th): Figures and Preliminary Data
Read: https://b.nanes.org/figures/
In-class Assignment: Prediction and Model/Design Figures, using R

Week 10 (October 26th): Facilities and Other Resources and Letters
Read Spencer Chapters 11-15
Predictions and Model/Design Figure Due
In-Class Assignment: Writing your Facilities Doc and building your team

Week 11 (November 2nd): The Review Process and Panel
Read: Jerrim & de Vries, 2020
First Draft of Research Strategy Due
In-Class Assignment: Review Criteria & Mock Study Section

Week 12 (November 9th): Writing the Abstract and Resource Sharing
Read Chapter 16 & 19
In-Class Assignment: Abstract and Resource Sharing Workshop

Week 13 (November 16th): Human Subjects and Vertebrate Animals
Read Chapters 17-18
In-Class Assignment: Bring example plans from your lab to present

November 23rd: Thanksgiving no class

Week 14 (November 30ᵗʰ): Proposal Presentations
Week 15 (December 7ᵗʰ): Proposal Presentations
Final Draft of Research Strategy Due December 9ᵗʰ by 9 am

What to expect from Dr. Scott
1) Curated content/presentation aimed at improving grant writing skills.
2) Guided time management and organization templates, skill building.
3) Assignments aimed at preparing for a grant submission.
4) High quality examples of funded grant proposal components.
5) Experience-based information about grant writing and the review process
6) Comments/Feedback on presentations and grant proposals.
7) Facilitation of class peer review/feedback for all assignments.
8) Transparency about the purpose and goals of assignments.
9) A safe and supportive learning environment.

Grades

Students taking the course for 3 credits will receive credit for the following:

1. In-class/Group Activities	30% (60 points, 3 points each, drop lowest 2)	
3. Topic Presentation	5% (10 points)	
4. Specific Aims	10% (5 points draft; 15 points final version)	
5. Biosketch and RCR	5% (10 points)	
6. Research Strategy	30% (60 points)	
7. Final Presentation	20% (40 points)	
Total	100% (200 Points)	

Students taking the course for 1 credit will receive a P/F grade and will be graded on attendance and participation as well as a research topic presentation.

Scale Used for this Course
100%-94%	(200-188 pts)	A
93.9%-90%	(187-180 pts)	A-
89.9%-87%	(179-174 pts)	B+
86.9%-84%	(173-168 pts)	B
83.9%-80%	(167-160 pts)	B-
79.9%-70%	(159-140 pts)	C

More information on UF grading policy may be found at:
UF Graduate Catalog
Grades and Grading Policies

Course and University Policies/Resources

Attendance and Late Assignment Submissions:
Attendance for this course is required and attendance is graded. However, missing two classes will not impact your grade if you turn in the required work. For late assignments 10% of the total available points are deducted per day late. An assignment is considered 1 day late if it is turned in after the CANVAS deadline even if it is turned in before class. If a student misses more than 1 classes due to a medical or personal issue, students should contact Dr. Scott to make a plan for making up the work.

Students Requiring Accommodations
Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Course Evaluation
Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Click here for guidance on how to give feedback in a professional and respectful manner. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students here.

University Honesty Policy
UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Software Use
All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy
There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see the Notification to Students of FERPA Rights.

Gender Equity

Gender-based discrimination and violence are antithetical to the university's mission and values, violate university policies, and may also violate federal and state law. The Office for Accessibility and Gender Equity is here for anyone who has been affected by gender-based discrimination or violence. If you or someone you know has experienced gender-based discrimination or violence, please contact the Office for Accessibility and Gender Equity to get support and information about your rights and reporting options. You can learn more about university protections, supportive resources, response processes, and prevention efforts by visiting www.titleix.ufl.edu. The University Title IX Coordinator is located in the Office for Accessibility and Gender Equity and is responsible for providing support to anyone affected by gender-based discrimination or violence. If you would like to report gender-based discrimination or violence affecting our community, please contact Russell Froman, Assistant Vice President for Accessibility and Gender Equity and ADA and Title IX Coordinator at (352) 273-1094, or by e-mail at rfroman@ufl.edu. You can also submit a report using the online portal referenced below.

As mandatory reporters, university employees (e.g., administrators, managers, supervisors, faculty, teaching assistants, staff) are required to report knowledge of sexual harassment to UF's Title IX coordinator. Please keep this in mind and seek advice prior to disclosing to a mandatory reporter. For more information about UF's Title IX office see: https://titleix.ufl.edu/.

uSafeUS® Campus Safety App: This free and confidential app offers easy-to-use tools to help you and your friends make a smooth exit from uncomfortable situations, get home safely, and find support in the aftermath of sexual assault, relationship violence, or stalking. Search "uSafeUS" in the App Store or on Google Play to download for free today.

Inclusive and Anti-Racist Learning Environment.
Civility and respect for the opinions and backgrounds of others are very important in an academic environment. It is likely you may not agree with everything that is said or discussed in this course. However, courteous behavior and responses are expected at all times. When you disagree with someone, be sure that you make a distinction between criticizing an idea and criticizing the person. Expressions or actions that disparage a person's or race, ethnicity, nationality, culture, gender, gender identity / expression, religion, sexual orientation, age, disability, or marital, parental, or veteran status are contrary to the mission of this course and will not be tolerated.

Campus Resources:
Health and Wellness

U Matter, We Care: If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.
Counseling and Wellness Center: counseling.ufl.edu/cwc, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.
Sexual Assault Recovery Services (SARS) Student Health Care Center, 392-1161.
University Police Department at 392-1111 (or 9-1-1 for emergencies), or police.ufl.edu.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling.

Library Support, Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints Campus

On-Line Students Complaints

****This syllabus is subject to change by the Instructor. Announcements of changes will be made in class and posted on Canvas. Please check CANVAS daily.**