

# INTENSIVE INTERNATIONAL PROGRAM GRANT WRITING WORKSHOP

*for Faculty in the Humanities & Social Sciences*

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**February 21, 2009**  
**CSPS – Briarcliff Campus**

## **Workshop Description**

On February 21, 2009, the Office of International Affairs, the Center for the Study of Public Scholarship and the Fox Center for Humanistic Inquiry will conduct an intensive, one-day workshop for faculty in the humanities and social sciences who are drafting proposals to external agencies for awards for new or ongoing programs. The workshop will provide a setting where participants can work both with faculty who have written successful proposals to external agencies for Emory-based programs and with staff from the Office of Development and External Relations. The workshop will emphasize the specific form and foci of a program proposal, how to shape the proposal to a particular funding agency, how to work with the staff of the Office of Development and Alumni Relations, and how best to position the application and Emory in the proposal.

## **Time and Place**

The workshop will be held at the Center for the Study of Public Scholarship on February 21, 2009 from 9:00am – 5:00pm.

## **How to Apply**

To apply, please visit [www.csps.emory.edu](http://www.csps.emory.edu) where you will find the application cover sheet. Email this coversheet along with an updated CV and your draft proposal (*no more than 15 double-space pages with a minimum 12-point typeface*) to CSPS Program Coordinator Melissa Gilstrap at [mgilstr@emory.edu](mailto:mgilstr@emory.edu). Please also send the descriptive guidelines of the external funding agency to which you will apply. If the funder guidelines are not very specific, please include the following points in your draft, which are found in many successful proposals:

- The issues or problems the program addresses and why they are significant
- The program's specific goals, outcomes and benefits
- The structure and plan through which these goals will be achieved
- How the program relates to the funder's goals and priorities
- Who the key participants are (this can include both institutions and individuals), their qualifications and roles in the program
- How the program will be evaluated
- A program timeline
- A 1-2 page bibliography of key references

**Please contact Melissa Gilstrap at [mgilstr@emory.edu](mailto:mgilstr@emory.edu) or 404.727.7602 with any questions.**

***The application deadline is January 21, 2009 by 5:00pm – notice of acceptance by February 2.***