

Course Syllabus

Course Description

This course teaches participants how to follow a step-by-step process that increases confidence when writing a grant proposal. Participants will learn systematic strategies for improving their success with writing compelling and exciting proposals that will generate support for their organizations. Cooperative learning will be integrated in each course session. Cooperative learning is a teaching strategy in which small groups (including learners with different ability levels) use a variety of learning activities to improve their understanding of a subject. Many activities will be structured so that participants depend on each other to work through their common learning activities. Participants will also have an opportunity to apply learned skills from their interactive group sessions during their individual grant proposal writing sessions.

Course Format

This course is offered in varying formats throughout the year; pick the one that works with your schedule.

Live-Online: This format is best for those who are unable travel to campus but like the structure of meeting at set times with your instructor and classmates. This option is available both as a 4-day boot camp and 4-week/8-session course.

On-Campus: This allows students to meet on Saturdays at the UGA Gwinnett Campus in a socially distanced classroom with your instructor and classmates. This is available in both the 4-day boot camp and 4-week/8-session course.

Course Content

Essential Grant Proposal Writing Skills	Grant Applications & Program Development	Grant Proposal Package Elements
<ul style="list-style-type: none">• Components of the Grant Proposal• Characteristics of Fundable Proposals• Searching For & Analyzing Request for Proposals	<ul style="list-style-type: none">• Letters of Intent & Inquiry• Program Description & Implementation Plan• Designing Measurable Goals & Objectives	<ul style="list-style-type: none">• Executive Summary & Abstract• Evaluation Methods with Outcomes & Impact• Program Budget Development & Narrative

Certificate of Program Completion

In order to receive a UGA Center for Continuing Education Certificate of Program Completion and earn the 2.4 CEUs for the course, you must:

- attend 85% or more of the scheduled hours;
- earn 70 points or more during these in-class activities:
 - Group work/presentations
 - Individual proposal writing submissions
 - Peer review assignments

Benefits

- Led by highly experienced and engaging Certified Grant Writer®.
- Classes are taught at a structured pace so you can absorb and understand the material.
- Individual writing time can be used to prepare a real grant opportunity.
- Peer discussions and real-world experiences help reinforce learning materials.
- Course provides an opportunity to network with other like-minded professionals.
- Ideal for those who prefer a structured learning environment.