GRADUATE STUDENT SUCCESS WORKSHOP

Finding Funding and Preparing an Application for Your Thesis or Dissertation Research Project

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USF Graduate School
Producing present-day and future global leaders, one student at a time
ROADMAP

1. Develop a Comprehensive Proposal
2. Work with Thesis/Dissertation Advisor
3. Find a Funding Source
4. Determine Requirements
5. Prepare the Application
1.

Develop a comprehensive plan of work (proposal) that maps hypotheses (goals), objectives, outcomes and time lines

(This could be your thesis or dissertation proposal)
2. Discuss the process with your thesis/ dissertation advisor

(All student submissions for funding MUST be discussed with your major professor)
ROADMAP

3.

Determine the funding source where you will be submitting
ROADMAP

4.
Determine what will be required to submit the proposal

(time frame, internal and external requirements)
ROADMAP

5.
Prepare the Application

(time frame, USF certifications, USF Writing Center)
1. Development of the Proposal

IMPORTANCE OF A SOLID THESIS/DISSERTATION PROPOSAL

Your research proposal will serve as your guide during the research portion of your career

- Benchmarks of Success
- Mapping Progress
- Defining publishable units
- Prelude to Thesis/Dissertation
1. Development of the Proposal

“Grant” vs “Proposal”

A pre-doctoral grant will typically be much more condensed than what will be contained in a comprehensive research proposal.

It is much easier to work from a comprehensive document and develop streamlined one, than the other way around.
1. Development of the Proposal

REVIEW, RESEARCH, REFINE, REWRITE

REVIEW

Carry out an extensive literature review of the area of interest to determine:

• The leaders in the field Nationally and at USF
• Historical and recent publication database
  • The key knowledge gaps that exists
• The ability to publish the results
1. Development of the Proposal

REVIEW, RESEARCH, REFINE, REWRITE

RESEARCH

Develop a RESEARCH PLAN in the area of interest to

• Work with your Advisor

Produce a working OUTLINE of the research plan

• Central HYPOTHESIS

• Manageable and clear OBJECTIVES

• Publishable units

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1. Development of the Proposal

PUBLISHABLE UNITS

All projects should be designed based on publishable units

Each Objective may be able to stand alone as a potential publication

Design the project with this mindset
1. Development of the Proposal

REVIEW, RESEARCH, REFINE, REWRITE

REFINE

Evaluate the framework for what you want to do
Work with your advisor and committee
REFINE the plan based on the feasibility

Pay attention to scope and time lines
OVERAMBITION!!
1. Development of the Proposal

REVIEW, RESEARCH, REFINE, REWRITE

Based on your research and use of all resources, REWRITE the proposal so that it is clear, concise and in a publishable form itself

Predoctoral Funding
1. Development of the Proposal

QUESTIONS/DISCUSSION
2. Talk With Your Advisor

No proposals should be submitted for funding unless there has been a significant discussion with your major professor/advisor.
2. Talk With Your Advisor

Why?

• Advisor may be funded to work on such a project
  • Advisor may need to write a justification
• Grant will likely need sign off by the major professor
  • Timing issues for faculty
  • Resource issues for USF
  • Space issues for USF
• Stipend and Financial Aid issues for the student
2. Talk With Your Advisor

A major facet of preparing research proposals is consulting with others in the development.

All resources should be used to prepare the best proposal possible.
2. Talk With Your Advisor

QUESTIONS/DISCUSSION
3. Finding Funding

Numerous Options are available

1. Internal Sources
2. Federal/State Sources
3. Scientific Society Sources
4. Foundations/Associations
3. Finding Funding

Internal Sources

1. Graduate School
   *(Challenge Grants)*

2. Office of Research and Innovation

3. Moffitt and USF Health
3. Finding Funding

Federal/State Sources

1. National Institutes of Health
2. National Science Foundation
3. Dept. of Education
4. Seagrant
3. Finding Funding

Society Sources

Most scientific societies offer small levels of funding for students

Many times this may be funding to attend the society annual meeting
3. Finding Funding

Foundations/Associations Sources

Many private foundations/associations have a funding component that may be applicable to students

Ex: American Cancer Society
3. Finding Funding

How do I start the process?

Use your project to define search criteria

If you use the funding opportunity to develop the project, you may end up with something that you don’t truly want to do.
3. Finding Funding

How do I start the process?

USF Graduate School Funding Site

http://www.grad.usf.edu/opportunities-for-gradstudent.asp
3. Finding Funding

How do I start the process?

USF Graduate School Funding Engine

Contains links to several general databases
Listed by discipline and by due dates
3. Finding Funding

How do I start the process?

USF Graduate School Funding Engine

GS typically sends announcements out to Programs and students related to large initiatives
3. Finding Funding

How do I start the process?

Community of Science (COS)

www.cos.com/

www.fundingopps.cos.com/

Can enroll and get notifications
3. Finding Funding

How do I start the process?

Office of Research and Innovation

http://www.research.usf.edu/

Funding initiatives are listed
3. Finding Funding

How do I start the process?

USF Library

http://www.lib.usf.edu/

Databases and web help
3. Finding Funding

How do I start the process?

Search the web

Simply search the web with key terms related to your research

There is no substitute for this type of search
3. Finding Funding

QUESTIONS/DISCUSSION
4. Determine the Requirements

READ AND UNDERSTAND THE FUNDING OPPORTUNITY STATEMENT!!!

It is essential to FULLY READ the funding statement. This can save much pain when you determine there is something that was overlooked!
4. Determine the Requirements

What are the requirements to submit?

1. Do you need to be a doctoral candidate?
2. Multiple submissions from USF?
3. Who submits?
4. What is due date?
5. What is the mechanism?
6. What is required by the advisor?
4. Determine the Requirements

What are the requirements to submit?

Consult with your Program/Department grants administrator or the Office of Sponsored Research

http://www.research.usf.edu/sr/
4. Determine the Requirements

Key consideration

The time required to write the grant and carry out the submission process will require 2-3 months of work.

All electronic submissions through USF-SR must be provided at least a week ahead of the due date.
4. Determine the Requirements

QUESTIONS/DISCUSSION
5. Prepare the Application

Key considerations

TIME LINES!

Work backwards from the due date and set benchmarks
5. Prepare the Application

SPONSORED RESEARCH OFFICE

Many proposals will need to be submitted through the Office of Sponsored Research

Work with you Program/Department to determine the officer that is assigned
5. Prepare the Application

SPONSORED RESEARCH OFFICE

OSR offers help!
5. Prepare the Application

REVIEW, RESEARCH, REFINE, REWRITE

Use same strategy as for preparing the Proposal
5. Prepare the Application

BE CAREFUL OF THE APPLICATION FORMS!

Some proposals require various forms to be completed and submitted

In many cases these require signatures by USF administrators or faculty

DO NOT WAIT FOR THE LAST MINUTE!
5. Prepare the Application

BE CAREFUL OF THE APPLICATION FORMS!

Be sure that you have the appropriate certifications

IRB, IACUC

DO NOT WAIT FOR THE LAST MINUTE!
5. Prepare the Application

USF WRITING CENTER

The USF Writing Center will work with you in editing the proposal

YOU ARE NOT IN A VACUUM!
THANK YOU!

FINAL QUESTIONS/DISCUSSION