

ANTHROPOLOGY 828
WRITING RESEARCH PROPOSALS IN ANTHROPOLOGY

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Spring 2012
MW 12:30-2:18
4094 Smith Laboratory

Office hours: R12-3PM or by appointment

COURSE DESCRIPTION

The primary focus of this course is on writing competitive grant proposals in anthropology and students should use this course to develop their own research and grant proposals. The class will meet twice a week. Mondays are devoted to discussing the different aspects of proposal writing and project management (e.g., literature review, data management, budget, IRB review, and grant administration). Wednesdays are devoted to workshops in which we will critically review each other's work. This course will be taught as a seminar. This means that students share responsibility for the success of the course and have to come to class prepared, i.e., having read and reflected on the readings, and completed the assignments. You also have to bring the readings and assignments to class for discussions.

DISABILITY SERVICES

Any student who feels s/he may need an accommodation based on the impact of a disability should contact me privately to discuss your specific needs. Please contact the Office for Disability Services at 614-292-3307 in room 150 Pomerene Hall to coordinate reasonable accommodations for students with documented disabilities.

LEARNING OUTCOMES

You will learn how to design a rigorous study and write competitive grant proposals through participation in a collaborative workshop.

REQUIRED READING

The following book is required reading and available in the OSU Book Store or through online booksellers like Amazon.com. Additional required and recommended readings will be made available through Carmen.

Locke, L. F., Spirduso, W. W., & Silverman, S. J. (2007). *Proposals that work: a guide for planning dissertations and grant proposals*. Sage: Thousand Oaks (CA).

COURSE REQUIREMENTS AND EVALUATION

Attendance and participation: You are expected to be actively engaged in class; that is, coming to class prepared, paying attention, and contributing to discussions and problem solving, both by making comments and by facilitating other people's participation. Because it is difficult to do well in the course if sessions are missed *attendance at every class meeting is required*. Late arrival and early departure are considered poor participation; they are disruptive to others and make it likely to miss essential information. Please contact me if there is an emergency situation. If you are ill and must miss a class, you are responsible for getting the notes and assignment information from your classmates.

Readings: You are expected to have read the assigned readings once or twice before you come to class. As you read, highlight, take notes, summarize, look up new words or concepts, and come with questions for me and/or your classmates. In short, be prepared to discuss the readings in class and bring the readings to class. I also recommend you to go over the readings once more after class.

Weekly assignments: Over the course of the quarter you will write two grant proposals in small, cumulative steps, first one for Wenner-Gren and then one for the National Science Foundation (NSF). The Wenner-Gren proposal is due on Wednesday May 2nd and the NSF proposal is due Monday June 4th before 5PM. Detailed instructions for the 9 weekly assignments will be made available through Carmen. Two hard copies of the assignment must be brought to class.

Peer review: Every Wednesday we will have a workshop in which we will collectively and in small groups critically review the weekly assignments. Each week we will collectively review the work of three students (or two, depending on the number of students enrolled in the course). In addition, students will pair up with one fellow student each week to critically review each other's work using the NSF guidelines for reviewers. Students will change review partners every week and submit a written review at the end of each Wednesday in the Carmen dropbox.

Research Proposals: You will design and write two grant proposals for your own research project: one for Wenner-Gren and one for the National Science Foundation. Sections of the proposal are due over the course of the quarter (see schedule below). The proposal should follow the guidelines of the respective agencies. NSF grant proposal is due on Monday June 4th before 5PM in the Carmen dropbox.

Evaluation: Course responsibilities will be weighted in the following way:

Attendance and participation	15%
Weekly assignments (9)	20%
Peer reviews (8)	20%
Wenner-Gren grant proposal	20%
NSF grant proposal	25%
Total	100%

Final grades are based on the OSU Standard Scheme. A general guide to how you are doing is: A 93; A- 90-92; B+ 87-89; B 83-86; B- 80-82; C+ 77-79; C 73-76; C- 70-72; D+ 67-69; D 60-66; E < 60.

Special notes from the instructor:

- Only in cases of properly documented illness or personal emergency will late assignments be accepted. Late assignments will progressively lose value and will be evaluated and returned as time allows.
- I use Carmen to post information for the class (e.g., syllabus, cancelled office hours, changes in reading assignments). Check it regularly.
- All students should become familiar with the rules governing academic misconduct (e.g., cheating, plagiarism). Ignorance of these rules is not an acceptable defense. Anyone violating said rules will be reported to the Board of Academic Misconduct. If you have any questions, please see me.
- Please note that this is a tentative schedule and that the instructor reserves the right to make changes.

SCHEDULE AND TOPICS

WEEK 1: FUNCTION OF THE PROPOSAL

March 26: Introduction to course

Read: Locke (2007:3-24, 41-62), Przeworski and Salomon (1995)

March 28: Workshop

Read: Ravitch and Riggan (2012:1-33)

- Assignment due: WG1

WEEK 2: HOW PROFESSORS THINK

April 2: function of the proposal

Read: Lamont (2009:1-52), McCullough (1994)

Speaker: Dr. Scott McGraw

April 4: Workshop

- Assignment due: WG2

Read: Johnson (1998)

WEEK 3: LITERATURE REVIEW

April 9: Literature review

Read: Locke (2007:63-123), Bernard (2006:96-146), Jesson et al. (2011:73-102)

April 11: Workshop

- Assignment due: WG3

Read: Ravitch and Riggan (2012:29-49)

WEEK 4: STYLE AND FORM

April 16: Writing styles

Read: Locke (2007:124-134, 153-189), Jones (2009), Winslow (2012)

April 18: Workshop

- Assignment due: WG4

WEEK 5: SUCCESSFUL GRANTS

April 23: Panel with graduate students

Read: Watts (2006), Wenner-Gren application procedures (2012)

Speakers: Corey Maggiano, Sarah Martin, Amy Hubbard

April 25: Workshop

- Assignment due: WG5

WEEK 6: FINDING GRANTS

April 30: Finding grants

Read: Bernard (2006:28-95)

Speaker: Jill Morris

May 2: Workshop

- Assignment due: Wenner-Gren proposal

WEEK 7: BUDGETS AND GRANT ADMINISTRATION

May 7: Budgets and grant administration

Read: Locke (2007:193-219), NSF Grant Proposal Guide (2011)

Speaker: Laurie Rosenberg

May 9: Workshop

- Assignment due: NSF1 summary

WEEK 8: DATA ANALYSIS AND MANAGEMENT

May 14: Data analysis and management

Read: TBA

Speaker: Wayne Miller

May 16: Workshop

- Assignment due: NSF2 budget and budget justification

WEEK 9: RESPONSIBLE CONDUCT OF RESEARCH

May 21: Responsible Conduct of Research

Read: Locke (2007:25-40), AAA code of ethics (and AAA blog), Winslow (2006)

Speaker: Joni Barnard from ORRP

May 23: Workshop

Speaker: Dr. Scott McGraw

- Assignment due: NSF3 data management plan, biosketches, current/pending support

WEEK 10: ORAL PRESENTATIONS

May 28: Memorial Day

No class

May 30: The art of oral presentations

Read: Locke (2007:135:152)

- Assignment due: CITI and RCR certificates

REQUIRED READINGS

- Bernard, H. Russell
2006 Research methods in anthropology: qualitative and quantitative approaches. Walnut Creek (CA): Altamira Press.
- Council on Governmental Relations (COGR)
2006 Access to and Retention of Research Data Rights and Responsibilities. Washington DC: Council on Governmental Relations (COGR) - an association of research universities.
- Jesson, Jill K., Lydia Matheson, and Fiona M. Lacey
2011 Doing your literature review. Los Angeles: Sage.
- Johnson, J. C. (1998). Research design and research strategies. In R. H. Bernard (Ed.), Handbook of methods in cultural anthropology pp. 131-171). Walnut Creek (CA): Altamira Press.
- Jones, James H.
2009 Grant Advice: some notes on writing an NSF proposal.
- Lamont, Michele
2009 How professors think: Inside the curious world of academic judgment. Cambridge (Massachusetts): Harvard University Press.
- Locke, Lawrence F., Waneen Wyrick Spirduso, and Stephen J. Silverman
2007 Proposals that work: a guide for planning dissertations and grant proposals. Sage: Thousand Oaks (CA).
- McCullough, James
1994 The role and influence of the US national science foundation's program officers in reviewing and awarding grants. Higher Education 28:85-94.
- Przeworski, Adam, and Frank Salomon
1995 The Art of Writing Proposals: Some Candid Suggestions for Applicants to Social Science Research Council Competitions. New York: Social Science Research Council.
- Ravitch, Sharon M., and Matthew Riggan
2012 Reason & Rigor: How conceptual frameworks guide research. Los Angeles (CA): Sage.
- Watts, Michael
2006 In Search of the Holy Grail: Projects, Proposals and Research Design. *In* Method is the Madness. E. Perecman, ed. Pp. 175-197. New York: Sage.
- Winslow, Deborah
2006 NSF supports ethnographic research. American ethnologist 33(4):519-521.
- Winslow, Deborah
2012 SBE Doctoral Dissertation Research Improvement Grants. Arlington (VA): US NSF - SBE - BCS - Cultural Anthropology.

Internet links

- FAQ NSF Data Management (<http://www.nsf.gov/bfa/dias/policy/dmpfaqs.jsp>)
- NSF Data Management (http://www.nsf.gov/sbe/sbe_data_management_plan.jsp)
- AnthroDataDPA (<http://anthrodatadpa.org/addpa/>)
- NSF Grant Proposal Guide (http://www.nsf.gov/publications/pub_summ.jsp?ods_key=gpg)

- Wenner-Gren application procedures
(<http://www.wennergren.org/programs/dissertation-fieldwork-grants/application-procedures>)