

Featured Presenters:

Katherine Cook

Senior Contract & Grant
Administrator, Office of Contract
and Grant Administration

Dr. Michele Johnson

Post-doctoral Fellow, Department
of Zoology

Dr. Weiming Lei

Professor, Department of Fisheries
and Wildlife and Department of
Physiology; Faculty, Neuroscience
and Ecology, Evolutionary Biology,
and Behavior Programs

Dr. John Linz

Professor, Associate Chair,
Department of Food Science and
Human Nutrition

Dr. Tony Nunez

Professor, Psychology
Department; Faculty,
Neuroscience; Associate Dean,
The Graduate School

Dr. Joan Rose

Homer Nowlin Endowed Chair of
Water Research, Co-Director of
the Center for Water Sciences, Co-
Director of the Center for
Advancing Microbial Risk
Assessment; Professor,
Department of Fisheries and
Wildlife

Dr. Cris Sullivan

Professor, Associate Chair and
Director of Graduate Studies,
Psychology Department

Dr. Sandi W. Smith

Director, Health and Risk
Communication Center; Professor,
Department of Communication

Planning, Managing, and Funding the Research Project

Saturday, April 4, 2009 – Lincoln Room, Kellogg Center

Planning, writing, and getting funding for a research idea as a doctoral student, new postdoc or new faculty member can be a daunting task. How do you manage a research project from proposal to completion, and how does the process vary by discipline? This workshop will focus on how to break down the various components and tasks of a research project, identify strategies for organization and project management, and understand the process of identifying and securing funding. Participants will develop their own project plan throughout the course of the workshop, assisted by presentations and working sessions with faculty familiar with the process as both researchers and agency grant reviewers, as well as with experts on grants databases. Information will be applicable to a range of research projects (a specific grant, a publication, a thesis or dissertation). Participants should bring either an idea for a project they would like to do or the outline of a project already in progress.

In the morning plenary, faculty, advanced graduate students, and postdocs will share their experience with managing a research project, including “packaging” the research proposal to meet requirements of funding sources, the components of a budget, supervising and evaluating teams, and creating the project report. In the morning breakout sessions, facilitators will help participants break down their own research projects and discuss key issues related to the stage of project development.

In the afternoon breakouts, specialists from the Contracts and Grants Office will demonstrate grants databases most relevant to the Social Science, Humanities, and STEM disciplines. The afternoon plenary will show participants a proposal review in action, with a group of faculty staging a discussion of a proposal, followed by a question and answer session.

Agenda

8:30 - 8:40	Registration
8:40 – 8:45	Welcome and Introductions (Lincoln Room)
8:45 - 9:00	The Elements of a Research Plan (Lincoln Room)
9:00 - 10:15	Plenary I: Crafting the Research Project
10:15 - 10:30	Break
10:30 - 12:00	Working session breakouts (choose <u>one</u> of the following, as in 1 or 2): 1) Drafting the proposal in the early stages: methods, setting a budget, creating a timetable (Room 103) 2) Managing the project: hiring staff, directing teams, writing reports (Room 104)
12:00 - 1:00	Lunch (Red Cedar AB)
1:15 - 2:15	Finding Funding: Identifying Resources, Developing Grant Budgets (Lincoln Room)
2:20 - 3:30	Plenary: Reviewing Project Proposals (Lincoln Room)

REGISTRATION IS REQUIRED. To register, please send an email to gradwrsp@msu.edu with the following 5 pieces of information: your name, department, email address, name of the workshop, and the breakout session (1 or 2) you would like to attend.

Persons with disabilities should contact the Graduate School at 517-353-4738 to request accommodations no later than one week prior to the session date. Requests received after this date will be met when possible.

