



Getting Funded:

A Self-Paced Web-Based Course for ECU Faculty and Staff

The Getting Funded course is open to full-time ECU faculty and staff with an interest in submitting competitive grant proposals for funding to support research, instruction, or service projects to be conducted as part of ECU's mission. The course can be started at any time by completing the online registration form. Once approved, participants will receive an email with instructions for getting started and a link to the first module. Each web-based learning module will include lessons, resources, worksheets, and activities that can be done at the participant's own pace. Each module will end with a web-based submission that will trigger feedback and a link to the next module. We suggest that participants devote two to three hours per week during a two-month period to complete the course, but the course can also be completed in a shorter time period if desired. Ideally, participants will work through each step of the process with a goal of submitting a completed grant proposal following course completion. One-on-one assistance is provided as requested during and subsequent to completion of the course.

Learning Module 1: Getting Started

- 1.1 Getting to Know the Office of Sponsored Programs and this Course
- 1.2 What is a Sponsored Project?
- 1.3 Project Director Responsibilities

Learning Module 2: Project Planning

- 2.1 Turning a Good Idea into a Fundable Project
- 2.2 Tips for New Investigators

Learning Module 3: The Money Hunt

- 3.1 Where to Look for Funding Opportunities
- 3.2 Using the SPIN Database

Learning Module 4: Deciding to Pursue a Funding Opportunity

- 4.1 Evaluating Funding Opportunities
- 4.2 Assessing Readiness

Learning Module 5: Preparing for Success with Proposal Development

- 5.1 Understanding Application Guidelines
- 5.2 Writing to the Review Criteria

Learning Module 6: Writing an Effective Project Narrative

- 6.1 Getting to Know Commonly Required Elements
- 6.2 Structure, Style, and Editing

Learning Module 7: Understanding Submission Procedures

- 7.1 Using Electronic Proposal Systems and Completing Proposal Forms
- 7.2 ECU Forms and Review Process

Learning Module 8: Creating a Proposal Budget

- 8.1 Understanding Financial Compliance Requirements
- 8.2 Getting to Know Budget Categories
- 8.3 Building a Budget Worksheet and Writing a Budget Justification

Learning Module 9: Strategies for Success

- 9.1 Roadmap to Funding
- 9.2 Avoiding Fatal Flaws
- 9.3 Tips from Other Proposal Writers

Learning Module 10: After Submission

- 10.1 Understanding the Grant Proposal Review Process
- 10.2 Becoming a Grant Proposal Peer Reviewer

Learning Module 11: Responding to Review Results

- 11.1 Celebrating Success and Preparing for Project Implementation
- 11.2 Revising and Resubmitting