

**LEBANESE AMERICAN UNIVERSITY
PROPOSAL WRITING WORKSHOP -- PROGRAM
PRESENTER: SUAD JOSEPH, University of California, Davis**

DAY ONE: Monday, December 12, 2011 PART I

8-8:30 am Registration and Coffee

8:30-8:45 am

I. Welcome: LAU Representative(s)

II. Introduction / Overview: Dr. Suad Joseph, University of California, Davis

III. Funders, Audiences, Costs of Research

8:45-9:45 Where is the money? What is available? Probability of getting funded?
Creating relationships with funders
Types of Grants
Individual, collaborative, institutional; Government and international agencies
Research agencies, institutes and centers; Action agencies
Private Foundations – academic and programmatic
Information sources; Audiences: academic, institutional, public officials, students, public

IV: The Effective Research Proposal

9:45-10:30 **A. What is the question? What are the goals?**
(Statement of the problem, specific aims, goals, the abstract)

10:30-11 **B. What is the answer? (Hypothesis)**

11-11:45 **C. How have others answered this question? Why is project worth funding?**
(Literature review, need statement, significance statement, bibliography)

11:45-12:15 **D. Why is this the best answer? (Theory)**

12:15-1:15 pm Lunch

1:15-1:30 **E. What have you already done? (Preliminary data section)**

1:30-2:30 **F. How will you answer the question? Feasibility? (Methods, design)**

2:30-3:00 **G. How much will it cost? How long will it take? (Budget & timetable)**

3:00-3:30 **H. Can you do it? (Vitae, track record, facilities & infrastructural support, research permits, human subjects review, formal approvals)**

3:30-4:00 **V. Why proposal fail** (Review process, getting feedback, resubmitting)

4:00-5:00 **IV. Support for Research at the Lebanese American University**

NB. December 12, 2011 is for new FT faculty and interested faculty who missed on the June 2011 workshops.

Day TWO: Tuesday, December 13, 2011: PART II

9:00-1:00 PM

I. Institutional Proposals

1 Hour 45 Minutes Appointment for Faculty Teams Working on Collaborative, Institutional or Programmatic Proposals

Writing Center/ Writing Across the Curriculum (Leading Faculty: Rula Diab, Nashaat Mansour; Sami Baroudi; Nola Bacha, Rima Bahous)

Teacher Training Institute (Leading Faculty: Mona Nabhani; Sami Baroudi; Rima Bahous)

1:00-2:00 Lunch

2:00-6:00 PM

II. Institutional Proposals

1 Hour 45 Minutes Appointment for Faculty Teams Working on Collaborative, Institutional or Programmatic Proposals

Bio-Informatics Center (Leading Faculty: Nashaat Mansour)

IWSAW Proposal (Leading Faculty: Dima Dabbous-Sensenig, Myriam Sfeir)

DAY THREE: Wednesday, December 14, 2011: PART III

Individual 1 hour meetings with FT faculty recommended by their deans on writing grants
(7 Individual sessions)

9:00 - 10:00

10:00 - 11:00

11:00 - 11:30 Coffee Break

11:30 - 12:30

12:30 - 1:30

1:30 - 2:30 Lunch Break

2:30 - 3:30

3:30 - 4:30

4:30 - 5:00 Coffee Break

5:00 - 6:00