

Crafting a Strong Application for Graduate Funding

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UNIVERSITY LIBRARIES
UNIVERSITY *of* WASHINGTON

Introduction & Agenda

Rachel Wishkoski,
GFIS Manager



Agenda

- **Common application components**
 - Personal statement / research statement / proposal
 - Budget
 - CV/Resume
 - Letters of recommendation
- **Life after application submission**
- **Panel discussion and Q&A**

Application Basics, Statements, & Budgets

Anna Salyer,
Community Outreach Librarian
UW Tacoma Library

Getting started...

- **The World of Philanthropy**

Relationships / Vocabulary

Scholarships, fellowships, grants, etc.

Determining fit/match

Reading a call for applications

Understanding eligibility and requirements

Understanding the funder (social media, reports, mission statement, etc.)

Understanding yourself (the many ways you can frame your interests/experience)

Writing a strong statement...

- **Is...**

Creative

Honest

Customized

Specific

Detailed

Targeted

Time intensive

Polished and well-edited*

* **Get feedback!** Consult people familiar with proposal writing, your subject matter, you and your interests, and/or none of the above.

- **Isn't...**

A mystery

A last-minute project

A solitary endeavor

A one-time deal

Understanding...

Possible application components...

- Personal statement
- Statement of need
- Goals/objectives
- Project or program of study details
- Justification
- Budget
- Evaluation/outcomes
- Sustainability
- Bibliography
- CV/Resume
- Letters of support
- Relevant publications

Writing a strong statement...

- **Articulating fit/match**

Make your statement/proposal show how your success furthers your funder's mission and goals, and how funding you will make them look good.

- **Telling a story**

Who you are and your goals

Why you need the funding

How the funding will help achieve your goal(s)

What you will use the funding for

What will be the outcome(s)

How you will evaluate your results

When you will achieve your goal(s)

How you will make the funder look good

Building a budget...

- **A plan** for anticipated expenditures... **Your narrative in numbers.**
- **What does it involve?**
 - Spreadsheet or table
 - Itemized details
 - Costs and prices
 - Considerations of the future

Building a budget...

- **Must-haves:**

- Figured to the penny
- Includes hidden costs
- Documentation
- Other sources of support
- Timeline
- Contingency plan

- **Must-dos:**

- Follow directions exactly
- Itemize
- Justify
- Avoid over- and underestimates

CVs, Letters of Rec, & Life after “Submit”

Michelle Drapek,
Office of Fellowships & Awards

Crafting a CV/resume

- **Why?** Make the content obvious, easy to spot.
- **How?** Think about restructuring content and adding headings. Use language specific to the selection criteria of the award (e.g., “leadership,” “teaching”)

AREA STUDIES COURSEWORK

University Name, City, State

IR 367: Introduction to Latin American Politics and International Relations	Autumn 2013
IR 411: Conflict and Conflict Resolution in Latin America	Autumn 2013
IR 502: Latin American Political Parties	Winter 2014
IR 566: Democracy in Latin America and its Challenges	Winter 2014
IR 568: U.S.-Latin American Relations	Spring 2014
IR 590: Political Economy of Latin America	Spring 2014
IR 597: Development & Environment in Latin America	Autumn 2014
LS 212: Fourth Semester Spanish	Autumn 2013
LS 306: Spanish Translation: Techniques of Literary Translation	Winter 2014
LS 307: Spanish Literature & Arts	Winter 2014
LS 308: Spanish Film & Media	Spring 2014
LS 350: Introduction to Hispanic Literary Texts	Spring 2014
LS 450: Contemporary Spanish Literature	Autumn 2014
LS 850: Spanish, Special Topics: Revolution in Intellectual Thought & Popular Film	Autumn 2014

Crafting a CV/resume

- **Resources**

1. Your faculty advisor/committee
2. Catherine Basl, Career Counselor, UW Career Center (cbasl@uw.edu)
3. Your peers

Recruiting recommenders

Who to ask?

- **Pay attention to instructions and criteria**
- **Consider your audience**
- **Select writers who know you best**
- **Provide diverse perspectives, if possible**

Recruiting recommenders

How to ask?

- **Give plenty of advance notice**
- **Take note, if applicable, of early deadlines**
- **Provide any and all necessary background information**
- **Respect time and resources**

After you hit “submit”

What does a committee look like?

- **Nationally competitive awards**
- **Local-level and smaller awards**
- **Academic background, area of expertise:** avoid jargon, in most cases

e.g., Fulbright U.S. Student Program

After you hit “submit”

If you aren't awarded...

- **Consider award fit**
- **Consider time allotted to applications**
- **Committees change every year**
- **Feedback is sometimes available**

If you ARE awarded...

Congratulations! Your next steps:

→ **Notify the Office of Student Financial Aid**

Awards can affect the dollar amount of loans you can borrow

→ **Notify your academic department**

If you are usually funded by on-campus employment

→ **Communicate with the funding agency**

Especially if you are planning to accept other sources of funds

→ **If applicable, contact Fellowships and Awards**

For information regarding non-resident differential waivers and tuition waivers

Panel Discussion

Rachel Wishkoski,
GFIS Manager

Anna Salyer, Community Outreach Librarian

Michelle Drapek, Office of Fellowships & Awards

Kelly Edwards, Associate Dean,
Student and Postdoctoral Affairs

Wrap-up

Rachel Wishkoski,
GFIS Manager
