

# Requesting Money Assignment

Proposing research projects is always daunting, but it is substantially more so when we are proposing them to people who have the power to grant (or deny) funding for our work. For this assignment, your goal is to write an effective grant proposal that proposes a well-developed **research** project, and then outlines the methodology and budget for that project.

This assignment will be written in cycles. That means that after you write your first draft, you will receive feedback from your peers, revise using that feedback, and submit again. You will receive a separate grade for your research question, first draft, the feedback you provide to your peers, and your final draft.

Below, you will find options for completing this assignment: an **AI Encouraged Track**, and a **Creative Track** (where AI use is not encouraged). You may wish to read through both before deciding which path is more appealing. Take your time, and feel free to reach out with any questions. **Please identify which track you have chosen with a header in the upper left-hand corner of each stage of the assignment you submit.**

## RMA: Research Question

(5% of course grade)

### Stage 1

**Due:** Thursday, Nov. 14, 2024, by 11:59 p.m.

**Universal Instructions:** The guidelines below apply to both the AI Encouraged Track and the Creative Track. To receive full credit on this stage of the assignment (**RMA: Research Question**), you will need to:

1. Craft a strong research question based on the guidelines presented during our Week 7 lessons. This need be only a single sentence, but it must be clear, focused, concise, complex (not answerable with a simple yes or no), and arguable. This question should interest you enough that you can develop an entire research proposal around it.

**Track Specific Instructions.** Choose one of the tracks below and read on for detailed guidelines.

### RMA: Research Question: AI Encouraged Track

1. Generate a topic for your RMA. Ideally, this topic will be something you are already passionate about, and possibly something that you aspire to work on professionally once you graduate. You may ask AI to generate a list of potential Family and Human Services topics.

2. Develop your research question. You will want to begin by brainstorming several potential research questions that will help you contribute to the body of existing knowledge on your chosen topic. Your goal is to develop a question that has not already been adequately answered by prior research; I am asking you to push beyond the scope of existing knowledge. As you work on crafting your research question, you may ask AI to generate some. **Evaluate these AI generated questions carefully.** Are these questions original and inspired? Has the research already been done? Does this question need to be answered? Is it clear, concise, and complex? Take some time to explore your question before submission and revise as needed to meet the assignment's requirements.
3. [Cite AI use using APA guidelines.](#)

### RMA: Research Question: Creative Track

1. Generate a topic for your RMA. Ideally, this topic will be something you are already passionate about, and possibly something that you aspire to work on professionally once you graduate. If nothing comes to mind, you may wish to review our Week 7 slides, where I have included a list of possible topics.
2. Develop your research question. You will want to begin by brainstorming several potential research questions that will help you contribute to the body of existing knowledge on your chosen topic. Your goal is to develop a question that has not already been adequately answered by prior research; I am asking you to push beyond the scope of existing knowledge. As you work on crafting your research question, you may wish to review our Week 7 slides, where I offer some strategies for developing effective research questions. Evaluate all potential questions carefully. Are these questions original and inspired? Has the research already been done? Does this question need to be answered? Is it clear, concise, and complex? Take some time to explore your question before submission and revise as needed to come up with something that meets the assignment's requirements.
3. Do not use AI for this track.

# RMA: Initial Submission

(5% of course grade)

## Stage 2

**Due:** Friday, Nov. 22, 2024, by 11:59 p.m.

**Universal Instructions:** The guidelines below apply to both the AI Encouraged Track and the Creative Track. To receive full credit on this stage of the assignment (**RMA: Initial Submission**), you will need to:

1. Generate a **title on a title page**. Your title should succinctly, but accurately, describe your research project.
2. Write an **abstract**. This abstract should follow one of the models laid out during our Week 7 classes. It should be between 150-250 words in length.
3. Write a statement describing the **purpose** of your project. This section should describe the problem that you believe your research might solve, the findings that you suspect your research will reveal, and the implications of those findings for family and human services, as a field. This statement should also address why this topic is particularly enticing for a funding entity, particularly at the current moment. Include data from at least one credible, peer-reviewed scholarly source to support your proposal. Looking at the systematic reviews you submitted, or others from the same database, would be an excellent way to begin the process of finding this data and generating ideas for your project. **Your source must have been published within the last 10 years, and ideally even more recently than that.**
4. Describe your project's **methodology**. This section should describe the details of implementation. What will your study actually look like? Who will be involved? Where will it take place? What is your timeline for completion, and perhaps different stages of the project? These details must be specific and precise.
5. Construct a **budget narrative**. In this section you should describe how much money you are requesting and how, exactly, it will be spent.
6. Make sure that your proposal is in proper APA format, complete with title page, proper in-text citations, and list of references. This proposal must be **a minimum of three double-spaced pages**, using 12-pt Arial font with 1" margin on all sides. This length requirement does not include your title or references pages.
7. Submit your essay **to Canvas** as either a PDF or a Word document.

**Track Specific Instructions.** Choose one of the tracks below and read on for detailed guidelines.

## RMA: Initial Submission: AI Encouraged Track

1. Enter the above instructions, into the AI large language model of your choice. You are encouraged to tweak your prompt until the AI gives you a draft that you are happy with.

2. AI is a notorious hallucinator, and it has likely fabricated some sources and picked others that are outdated, or which are not peer reviewed. Even if you told it to cite in APA, it probably has not done so correctly. Check the sources that AI has used and change any that do not meet the assignment criteria. You will likely need to tell your chosen AI which sources to use instead. You will also need to use your APA manual and course materials to be sure the citations are in correct APA 7. Be sure you do not submit this draft with sources that do not meet the assignment's criteria.
3. Once you are happy with the AI generated draft, save it as a PDF.
4. Use Preview, Adobe Acrobat, or another tool of your choice to annotate the draft against the assignment's instructions and rubric. At this stage, I am not asking you to make these revisions, but to simply explain in detail what changes need to be made to generate a grant proposal that is on par with the sample funded grant proposals that have been provided. Write your action plan in comments.
  - For each required section of your RMA, you must have at least three annotated comments.
  - In these comments, you will want to identify what could be improved and how you will improve it, specifically. Write these comments for yourself, but also for your instructional team. In other words, we won't grade you on your grammar or mechanics here, but we need to be able to understand what you are saying.
  - Focus on comments that require meaningful revision. Think about what needs to be elaborated upon, made more original, or researched more thoroughly. Identify problems and the steps you will take to resolve those problems.
  - **AI is very self-complimentary, so please do not use AI to develop your action plan.**
5. [Cite AI use using APA guidelines.](#)
6. You will receive detailed feedback on your annotation plan from your instructional team and your peer review partner.

### RMA: Initial Submission: Creative Track

1. Write your rough draft without using AI assistance. You will receive detailed feedback on your work. You will not be penalized at this stage for grammatical or mechanical issues; instead, you will be coached in how to improve this aspect of your essay for the final draft.

# RMA: Peer Review

(5% of course grade)

## Stage 3

**Due:** Monday, Dec. 2, 2024, by 11:59 p.m.

**Track Specific Instructions.** Choose one of the tracks below and read on for detailed guidelines.

### RMA: Peer Review: AI Encouraged Track

For this peer review cycle, you will be paired with a partner who also chose to write their essay using AI assistance, and who then wrote detailed annotations for their revision process. You will complete feedback for them within Canvas. Full and complete feedback for your peer is worth 100 points. You will lose points for lateness or incomplete feedback.

1. For this round of feedback, you are required to fill in the rubric provided in Canvas. You should also leave one written comment on each criterion in the rubric. These comments should be substantial and give concrete advice on how your peer might improve their proposal. Think about the comments that best helped you revise in the past and strive to give that level of feedback.
2. **For this step of the assignment, it's important to consider what we owe to each other.** Your partner can ask AI for revision suggestions if they want to, so it's not helpful for them if you do the same thing. **Take the time to read your partner's submission and offer them feedback based on what you think, without the aid of AI.**

As a note, the rubric will not let you edit once you have hit save. Fill in all criterion with your comments before hitting save, but do not leave the page in the middle of adding your comments, or Canvas may erase them. Canvas is both fickle and vengeful. **If something goes wrong, you will need to type out the criteria, the scores, and your comments as a comment in the comment box below the rubric.**

Your instructional team will also submit written comments on your first version of this essay; you are, of course, always welcome to see me during office hours to further discuss your work.

### RMA: Peer Review: Creative Track

For this peer review cycle, you will be paired with a partner who also chose to write their essay independently. You will complete feedback for them within Canvas. Full and complete feedback for your peer is worth 100 points. You will lose points for lateness or incomplete feedback.

1. For this round of feedback, you are required to fill in the rubric provided in Canvas. You should also leave one written comment on each criterion in the rubric. These comments should be substantial and give concrete advice on how your peer might improve their proposal. Think about the comments that best helped you revise in the past and strive to give that level of feedback.

As a note, the rubric will not let you edit once you have hit save. Fill in all criterion with your comments before hitting save, but do not leave the page in the middle of adding your comments, or Canvas may erase them. Canvas is both fickle and vengeful. **If something goes wrong, you will need to type out the criteria, the scores, and your comments as a comment in the comment box below the rubric.**

Your instructional team will also submit written comments on your first version of this essay; you are, of course, always welcome to see me during office hours to further discuss your work.

## RMA: Revised Submission

(20% of course grade)

### Stage 4

**Due:** Monday, Dec. 9, 2024, by 11:59 p.m.

**Universal Instructions:** The guidelines below apply to both the AI Encouraged Track and the Creative Track. To receive full credit on this stage of the assignment (**RMA: Revised Submission**), you will need to:

1. Meet all the guidelines outlined for the first draft of the assignment.
2. Have **revised significantly** to incorporate the editorial feedback you have received throughout this assignment process.
3. Add evidence from least one additional scholarly, peer-reviewed source in your purpose section. This source must have been published within the last ten years.
4. Make sure that your essay is in proper APA format, complete with list of references. This proposal should be expanded and improved, and be a minimum of **four double-spaced pages**, using 12-pt Arial font with 1" margin on all sides. This length requirement does not include your title or references pages.
5. Submit your essay to **Canvas** as either a PDF or a Word document by the deadline.

**Track Specific Instructions.** Choose one of the tracks below and read on for detailed guidelines.

RMA: Revised Submission: AI Encouraged Track

1. You have used AI to help you brainstorm, generate a research question, and compose your rough draft. At this point, it's time to make the final revisions on your own without using any AI technology. Use the revision plan you submitted along with your rough draft and the feedback you received from your instructional team and peers to produce a polished, sophisticated, and original final draft.
2. Once you have finished your revisions, you may use AI to help you check your grammar or make your writing more succinct. The content should all be yours, but you may use AI to improve your draft's fluency. If you do, proofread it carefully, and pay particular attention to your APA formatting.
3. [Cite AI use using APA guidelines.](#)

### RMA: Revised Submission: Creative Track

1. Use the guidelines listed above to revise your assignment using the feedback you have received from your peers and instructional team, without the use of AI.

## RMA: Funding Roundup Extra Credit (Optional)

Up to 5 points added to final course grade

### Stage 5

**Due:** Monday, Dec. 9, 2024, by 11:59 p.m.

For your Requesting Money Assignment, I have asked you to write an effective grant proposal that proposes a well-developed research project, and then outlines the methodology and budget for that project. If you would like an extra credit opportunity, you may write an addendum of **at least one page**, identifying which **specific grant** you would apply for. Based on the proposal you are writing for your Requesting Money Assignment, which organization or foundation would be the best fit? Why? How will you convince them to give you funding?

**Submission Guidelines:** Submit this extra credit as part of your RMA: Revised Submission. After your References Page, begin a new page titled "Extra Credit: Funding Roundup." Therefore, the deadline is the same as the deadline for that final assignment.

**Universal Instructions:** The guidelines below apply to both the AI Encouraged Track and the Creative Track. To receive full credit on this stage of the assignment (**RMA: Funding Roundup Extra Credit**), you will need to:

1. **Include a one-paragraph description of the grant and the granting organization.**

- a. For example, you might write about how your proposal to develop educational resources focused on preventing family violence is well-aligned with the OFVPS Standing Funding Opportunity Domestic Violence Shelter/Support Services States/Territories 2024-2026 opportunity [forecasted here](#). For the purposes of this assignment, you may choose a posted RFA or a forecast RFA. You can also imagine that you are part of an organization; in other words, you do not need to find a grant that is open to individual applicants. Imagine you are an eligible applicant regardless of those requirements.
2. **Include a one-paragraph explanation about why your project, specifically, aligns with the goals of the grant-giving organization.** This paragraph should also identify the deadline for submitting the grant. Some grants will not have a specific deadline, and you should simply note that instead.
3. **Include a one-paragraph consideration of how you might tailor your pitch to this organization, specifically.**
4. **Include a one-paragraph explanation of how you found this grant, along with the names of at least two other grants you considered, before deciding they would not be as good of a fit.** You should also explain why they did not seem as well-suited to your purposes as the grant you ultimately selected. I am going to give you a list of possible grants on the Canvas page for this assignment, but the benefit of this assignment, for you, is that it will help you feel empowered to find opportunities when you are ready for them. To that end, I want to see evidence that you didn't just randomly choose from one of the suggestions below, but that you actually read through several possibilities and thought about each one critically.
5. Write in formal, academic Standard American English. This page should be properly formatted in APA, although it does not need an additional references page. You should, however, link to the grant information. Your submission should be double-spaced, in 12-point Arial font, with 1" margins on all sides.

**Track Specific Instructions.** Choose one of the tracks below and read on for detailed guidelines.

### RMA: Funding Roundup: AI Encouraged Track

1. Ask the GenAI tool of your choice to identify at least three potential funding opportunities for your topic.
2. Click through these opportunities yourself and consider which one seems best suited for your grant proposal.
3. Write your funding roundup. You may use AI to help you describe the purpose and requirements of each potential funding opportunity, but please write your rationale for your ultimate selection yourself. Be sure to read and revise any sections generated by AI for accuracy and to be sure they meet the assignment's requirements.



## RMA: Funding Roundup: Creative Track

1. Use the guidelines listed above to create your funding roundup without the use of AI tools. This optional extra credit may be written informally. While it needs to be composed in language your instructional team can comprehend, you will not lose points for using conversational phrasing or for minor grammatical and punctuation errors. You are also welcome to run your work through spell check or an AI grammar checker if you would like but read it over carefully to be sure it has not meaningfully changed the content or structure of your work.