

FCS 5846 Public Policy and Grant Writing in Community Programming (3-0-3)

Dr. Sherwood - Fall 2017

Office: 1044 Klehm Hall

Email: Please use the d2l email system

Office Hours: Mondays 8:30am to 12:30pm and Thursday 2-3pm or by appointment

Online Office Hour: Mondays 10:30am-12pm (I will be on d2l for instant messaging, or available for calls at 217/581-6349)

TEXTBOOK:

Bryson, J.M. and Alston, F.K. (2011). *Creating Your Strategic Plan* (3rd ed.). San Francisco, CA: Jossey-Bass.

Miner, J. T. & Miner, L. E. (2013). *Proposal Planning and Writing* (5th ed.). Santa Barbara: Greenwood.

Wolf, T. (2012) *Managing a Non-Profit Organization: Updated Twenty-First Century Edition*. New York: Free Press.

COURSE DESCRIPTION: Focuses on the impact of public policy on individuals, families, and communities, and the role of policy-making in the provision of services. Addresses development of and funding for programming for individuals, families, and communities across the lifespan with a focus on strategic planning, identification of funding sources, and preparation of grant applications. (3-0-3)

EIU Graduate Learning Goals (GLG):

1. A depth of content knowledge.
2. Critical thinking and problem solving skills.
3. Effective oral and written communication skills.
4. Evidence of advanced scholarship through research and/or creative activity

COURSE OBJECTIVES:

Upon completion of this course participants should be able to:

- Identify and analyze policy initiatives that directly impact individuals, families, and communities (GLG 2)
- Examine the legislative process at the local state and national levels. (GLG 2, 3)
- Deconstruct media used to transmit policy information to the public. (GLG 1, 2)
- Communicate the relationship between public policy and programming that supports families. (GLG 2, 3)

- Design a strategic plan with a focus on program development. (GLG 1-3)
- Distinguish among funding sources for programming related to families. (GLG 1-3)
- Explain the role of grant funding in the discipline of FCS. (GLG 1-3)
- Prepare a grant application for program funding. (GLG 1-4)
- Engage actively with peers in the interpretation, application, and dissemination of information. (GLG 1-4)

I know that you can all succeed and I want to be helpful in your attempts in this course. I am happy to answer questions for you. We can email, talk by telephone or meet in person. However, please note that faculty spend a significant amount of time locating, reviewing, and posting (or writing/editing and posting) materials to guide you through every aspect of the coursework, therefore you are required to read all of the material provided to assist you before asking for personal help. Double check each folder in the relevant module and look at the modules entitled EIU Student Resources and then ask me for any information you can't locate or don't understand.

COURSE POLICIES:

- Assignments should have one-inch margins, and need to be double-spaced, and proof-read. Evaluations will be based, in part, on the technical aspects of the work, including grammatical or typographical errors. APA style should be used; there are several resources on d2l. Assignments **MUST** be submitted in either ODT (freeware) or WORD or PDF formats, or a 0 will result.
- I use Turnitin in my courses; it is built into d2l so you do not have to submit anything separately. Here is the disclaimer from EIU: "Eastern Illinois University is committed to the learning process and academic integrity that is defined in the Students Conduct Code (1.1). To encourage original and authentic written work, any written assignment created in this course will be submitted for review to Turnitin and will become a searchable document with the Turnitin-protected and restricted database."
- **Written assignments should not show more than 15% material obtained from another source** (excluding references and direct quotes) as per Turnitin's originality reports. The use of originality reports are strongly recommended and are explained within the FAQ's. Assignments should not show more than 25% material obtained from another source when direct quotes are considered. Assignments over 15% originality (25% when considering direct quotes) will be graded based on original material. For example – if an assignment worth 100 points contains 40% source material 40% (40 points) will automatically be lost. Loss of points will not occur for 15% or 25%.
- Each of you must read 10 Discussion/Participation assignments. If you do not read your classmates' assignments you will not earn credit for the Discussion/Participation assignment, even if you posted/replied.

Late assignments will not be accepted. Due dates in D2L are inflexible except in the most unusual circumstances and at the discretion of the professor. Contact me on D2L email if you are having a concern at any time.

ASSIGNMENTS (complete information on each activity can be found on d2l in the “Course Assignment” module):

Discussion/Participation Assignments – Five assignments, worth 40 points each for a total of 200 points

Strategic Plan – 100 points

Program Development/Grant Writing (PD/GW) Project – 200 points

GRADING SCALE: A = 92 - 100% B = 82 - 91% C = 72 - 81% D = 62 - 71% F = 0-62%

Technology Support - If you need assistance with D2L, call D2L Support toll free at 1-877-325-7778. Support is available 24 hours a day, seven days a week. Email and Chat options are also available on the "My Home" page after logging in to D2L. Other D2L resources including a D2L Orientation course for students are available on the same page. For technical questions regarding other software, hardware, network issues, EIU NetID/password, or Panthermail, contact the ITS Helpdesk at 217-581-4357 during regular business hours or submit a help ticket at <https://techsupport.eiu.edu/>. If you have a question regarding course content, contact me.

Safe Zone – I am part of the SafeZone community network of trained faculty/staff/students who are available to listen and support you. As a SafeZone Ally, I can help you connect with resources on campus to address problems that interfere with your academic success, particularly issues of sexual violence, hateful acts, or concerns faced by individuals due to sexual orientation/gender identity. My goal is to help you be successful and to maintain a safe and equitable campus.

Academic integrity- Students are expected to maintain principles of academic integrity and conduct as defined in [EIU’s Code of Conduct](#). Violations will be reported to the Office of Student Standards.

Students with disabilities- Students with a documented disability in need of accommodations to fully participate in this class, should contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS, Ninth Street Hall, Room 2006, or 217-581-6583.

The Student Success Center- Students who are having difficulty achieving their academic goals are encouraged to contact the [Student Success Center](#) for assistance with time management, test taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to 9th Street Hall, Room 1302.

	Topic/Assignments Many modules have a section with materials that are not required, but that I found interesting and want to make available to you. They are found in the Supplementary Materials submodule. This material will not be included in the midterm or final exam.	Due Dates Assignments are due at 11:59pm Course materials can be found in d2l under “Content”
Module One August 21-25	<i>Introductions/What is Public Policy?</i> <ul style="list-style-type: none"> Read Chapter Two <i>Family Policy Matters</i> found in d2l Read/Review materials (video clips, supplementary materials) on d2l under Content Submit 2-Step Discussion: Introduce Yourself in Discussions 	Introduce Yourself (public policy collage): Initial post due Wednesday August 23rd at midnight , follow-up due Friday the 25th to discussion forum Communication->Discussion
Module Two August 28-September 1	<i>Understanding the Basics of the Legislative Process</i> <ul style="list-style-type: none"> Read/Review materials (video clips, supplementary materials) on d2l Submit Discussion/Participation Assignment #1 to dropbox 	Discussion/Participation One – Legislation as a Process (StumbleUpon) due to dropbox (Assessment -> Dropboxes) Wednesday August 30th September 1 st – Last day to withdrawal with a full refund and without a grade
Module Three September 4-8	<i>The Family Impact Lens</i> <ul style="list-style-type: none"> Read Chapter Eight <i>Family Policy Matters</i> found on d2l Read/Review materials (video clips, supplementary materials) on d2l 	There will not be any assignments due this week.
Module Four September 11-15	<i>Using the Integrative Nature of FCS to Deconstruct Policy</i> <ul style="list-style-type: none"> Read/Review materials (video clips, supplementary materials) on d2l Complete Discussion/Participation Assignment #2 in Quizzes 	Discussion/Participation Two – Integration of FCS Content Areas into Policy (found in Assessment->Quizzes) due Wednesday the 13th
Module Five September 18-22	<i>Identification of Family Policy Initiatives</i> <ul style="list-style-type: none"> Read Chapter Three <i>Family Policy Matters</i> in d2l Read/Review materials (video clips, supplementary materials) on d2l 	There will not be any assignments due this week. September 18 th – last day to withdrawal with a 50% tuition refund

Module Six September 25-29	<i>Stakeholders in Family Policy Initiatives</i> <ul style="list-style-type: none"> Read Chapter Thirteen <i>Family Policy Matters</i> Read/Review materials (video clips, supplementary materials) on d2l Complete 2-step Discussion/Participation Assignment #3 in Discussions 	Discussion/Participation Three – Stakeholders (Bubbls): Initial post due to discussion board Wednesday September 27th , follow-up due Friday the 29th
Module Seven October 2-6	<i>Recognizing the Need for Family-Focused Programming</i> <ul style="list-style-type: none"> Read/Review materials (video clips, supplementary materials) on d2l Submit Problem Statement (OPTIONAL, only for feedback) to dropbox 	Problem Statement/Family Focused Programming due to dropbox Wednesday October 4 th for OPTIONAL feedback from Dr. Sherwood
Module Eight October 9-13 MIDTERM	<i>Navigating the Post-truth Landscape</i> <ul style="list-style-type: none"> Read/Review materials (video clips, supplementary materials) on d2l Submit Step A: Focus of PD/GW to dropbox 	Step A: Focus of PD/GW Project due Wednesday October 11th October 13 th Fall Break – No School
Module Nine October 16-20	<i>Tools Used in the Development of Programming</i> <ul style="list-style-type: none"> You will use <i>Creating Your Strategic Plan</i> for this Discussion/Participation assignment Read/Review materials (video clips, supplementary materials) on d2l Submit Strategic Plan to dropbox 	Strategic Plan due Wednesday October 18th FCS Service Week Activity (OPTIONAL – extra credit) Homecoming Week
Module Ten October 23-27	<i>Unique Aspects of Non-Profit Programming</i> <ul style="list-style-type: none"> Read Chapter 1 in <i>Understanding Non-Profit Organizations</i> Read/Review materials (video clips, supplementary materials) on d2l Submit Discussion/Participation Assignment #4 to Discussion (NOTE: you do not have to reply to your classmates, but must read them all) 	Discussion/Participation Four – My Non-Profit Program (Infographic): post due Wednesday October 25th (you are not required to comment, but feel free to do so)
Module Eleven October 30- November 3	<i>Introduction to Grant-Seeking</i> <ul style="list-style-type: none"> Read Chapter 1 in <i>Proposal Planning and Writing</i> (assigned textbook) Read/Review materials (video clips, supplementary materials) on d2l 	There will not be any assignments due this week. Concentrate on your PD/GW Assignment and take care of yourself. November 3 rd – last day to drop class with a W

Module Twelve November 6-10	<i>Funding the Non-Profit</i> <ul style="list-style-type: none"> Read Chapter 8 in Understanding Non-Profit Organization Read/Review materials (video clips, supplementary materials) on d2l Complete 2-Step Discussion/Participation assignment #5 	<p>Discussion/Participation Five – Where to Start the Funding Process (elevator pitch): Initial post due Wednesday November 8th, follow-up Friday the 10th</p> <p>November 7th – last day to apply or reapply for graduation</p>
Module Thirteen November 13-17	<i>Tools for Grant-Seeking</i> <ul style="list-style-type: none"> Read Chapters Two and Three in <i>Proposal Planning and Writing</i> Read/Review materials (video clips, supplementary materials) on d2l Submit Step B: Clip File to dropbox 	<p>Step B: Finding Funds Clip File due Wednesday November 15th (part of the PD/GW Project)</p>
NO SCHOOL November 20-24		
Module Fourteen November 27- December 1	<i>Policy/Programming Connections</i> <ul style="list-style-type: none"> Read/Review materials (video clips, supplementary materials) on d2l Submit Step C: Final Program Development/Grant Writing Project through Mach form 	<p>Step C: Final Grant Proposal (part of the PD/GW project) due Wednesday November 29th</p>
Module Fifteen December 4-8	<i>Putting it all Together!</i> <ul style="list-style-type: none"> Submit Step D: Final PD/GW Project to the discussion board 	<p>Step D: Final PD/GW ppt due Wednesday December 6th to the discussion board.</p>
FINAL EXAM WEEK	<i>Peer Feedback</i>	<p>Step E: read peers' PD/GW presentations and provide feedback for two by Wednesday the 13th</p> <p>December 15th - Deadline to Return books/TRS/No fine until after 3:00 pm</p>