

Development Studies Professional Project

Students who are not planning to continue their education at the doctoral level may opt for a more practical educational experience. The professional project track allows students to prepare to enter the workforce by developing a submission-quality grant proposal that may or may not be submitted to an actual organization. A committee of two or three faculty members must be chosen by the end of spring quarter of the student's first year of study. For complete grant proposal guidelines, please see the International Development Studies website: http://www.ohio.edu/developmentstudies/new-capstone_requirements.cfm. Grant proposals submitted to fulfill the capstone requirement must follow the guidelines below:

1. **Approach.** While there is no one correct approach for a grant proposal, students are strongly urged to develop a proposal that is responsive to a real world development issue, request for proposals (RFP), or agency priority. The most desirable approach is to work with an agency or organization to write a proposal that will be submitted to a funding agency. Alternatively, students are encouraged to search for and respond to an RFP, following proposal guidelines. If a student opts to develop a project proposal that does not have an immediate sponsor or potential funding source, then the proposal must identify and follow a standard proposal format.
2. **Format.** Proposal formats vary, and following the specifications of the RFP or the funding source is the primary requirement. However, all proposals, regardless of whether the guidelines specify these components are expected to minimally contain a problem statement, a relevant literature review, a methods or work plan, a budget, a timeline or timetable, and a qualifications section. If these components vary drastically from the specified format, prior approval to deviate must be secured from the Director. All proposals will be expected to have a literature review that considers relevant and related projects, research on the topic and project, and information about the setting of the project. There is no absolute page limit, but it is expected that the narrative (excluding tables, appendices, budgets, and other supplemental material) for a typical proposal will not exceed 25 pages, double spaced.
3. **Topic.** The topic must be discussed, submitted in writing, and approved by the program director prior to completing the proposal.
4. **Guidance.** Students are strongly encouraged to work closely with faculty familiar with the topic, methods, region, or approach in proposal development. The final proposal must be read and approved by three faculty or individuals with expertise in the area. These typically would be the Director of International Development Studies and two other faculty member or a development specialist selected with consent of the Director. All must sign the cover sheet of the final proposal.
5. **Presentations and Timetable.** Completed proposals are to be presented to Development Studies students, usually during the fifth or sixth quarters of study. Proposals cannot be scheduled for presentation until approved by the Director. Approval is secured by submitting **hard copy** of the completed proposal to the Director. Expect at least 2 weeks for the Director to read and respond to the proposal. After approval, and at least one week prior to

proposal presentation, the student will send it by email attachment or by posting it on the program website to all students in the program. It is the student's responsibility to adequately plan work to meet deadlines and scheduling requirements. Presentations will take approximately 20 minutes, including time for the formal presentation and questions and discussion. All IDS students are expected to attend and critique presentations.

6. **Credit Hours.** With permission from the faculty project chair, the student may enroll for **up to five hours** of INST 696 **per quarter**; **no more than a total of 10 Professional Projects hours may count toward graduation requirements.** Grades of PR will be submitted until the project is completed; normally, a grade of CR will be given, but the committee does have the option of awarding a letter grade.