



COLLEGE OF BUSINESS
Fire and Emergency Services Administration Program
FESA 4201 Grant Writing and Proposals
March 15 – May 15, 2026

A. MAJOR COURSE DESCRIPTION/REQUIREMENT

The Grant Writing for Public Service class is designed for students whose job assignment requires knowledge of grant writing. The course will teach students the mechanics of proposal writing and the political and social aspects of "grantsmanship," as they develop their skills in identifying sources of grant funding, doing useful research to support their applications, and designing their proposals to specific departmental needs. There will be several short writing assignments, an exam, and an independent project. Students may also be asked to engage in a collaborative grant project to help build their skills in collaboration and grant writing across a wider spectrum.

B. LEARNING OUTCOMES

Because the work for this class is cumulative (i.e. short writing assignments become sections of the midterm and final projects), success in this course will be largely determined by students' commitment to completing all short assignments on time, participating fully in the workshops, and revising their work thoroughly.

C. LECTURE OR DISCUSSION TOPICS

- Understanding grant process
- Writing grant proposals
- Administering long term grants
- Researching grant opportunities.

D. REQUIRED OR RECOMMENDED READINGS

The Foundation Center's Guide to Proposal Writing 6th (sixth) Edition by Geever, Jane C. [2012]