

**Note:**

**Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.**

## ***COURSE SYLLABUS***

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### **HLTH 491**

#### **GRANTSMANSHIP**

#### **COURSE DESCRIPTION**

An introduction to the world of public, corporate and private foundations. Topic research, organizational communications, protocol, budget development and grant writing are emphasized skill areas.

#### **RATIONALE**

Healthcare professionals are often employed with non-profit organizations as part of community and /or healthcare delivery systems. Since many of these employers rely to some degree upon philanthropy, the purpose of this course is to acquaint students with the “soft” money world of public and private grants and teach basic “grantsmanship” terminology and skills.

#### **I. PREREQUISITE**

For information regarding prerequisites for this course, please refer to the Academic Course Catalog.

#### **II. REQUIRED RESOURCE PURCHASE**

Click on the following link to view the required resource(s) for the term in which you are registered: <http://bookstore.mbsdirect.net/liberty.htm>

#### **III. ADDITIONAL MATERIALS FOR LEARNING**

- A. Computer with basic audio/video output equipment
- B. Internet access (broadband recommended)
- C. Blackboard [recommended browsers](#)
- D. Microsoft Office

#### **IV. MEASURABLE LEARNING OUTCOMES**

Upon successful completion of this course, the student will be able to:

- A. Explain the difference between profit and non-profit organizations.
- B. Compare and contrast public and private grants.
- C. Differentiate between the four types of foundations.
- D. Classify the characteristics of the 10 categories of grant requests.

- E. Compile information on grant writing and compose a proposal.
- F. Evaluate and rank potential foundations for proposal funding.

**V. COURSE REQUIREMENTS AND ASSIGNMENTS**

- A. Textbook readings and presentations
- B. Course Requirements Checklist

After reading the Course Syllabus and [Student Expectations](#), the student will complete the related checklist found in Module/Week 1.

- C. Discussion Board Forums (2)

Discussion boards are collaborative learning experiences. Therefore, the student is required to provide a thread in response to the provided prompt for each forum. Each thread must be at least 400-500 words and demonstrate course-related knowledge. In addition to the thread, the student is required to reply to 2 other classmates' threads. Each reply must be at least 200-250 words.

- D. Investigative Report

You will investigate and report about two grant information data reservoirs, one public the Federal Register ([grants.gov](http://grants.gov)) and the other private the Foundation Center, designed to inform organizations about acquiring Grant money. The report, 3–5 pages in length, is to be comprehensive in terms of who, what, where, why and how. The report is to be written in APA style with a minimum of 3 sources cited regarding the data.

- E. Grant Project (7 items)

Each of these 7 items is part of a program or project idea conceived by the student. When combined together, they constitute a grant application submitted, hypothetically, to a potential foundation for funding consideration.

- F. Grant Terminology Examination

The exam will cover the grant terminology and definitions from the Reading & Study materials from all modules/weeks. The exam will be open-book/open-notes, contain 40 matching questions, and have a 1-hour and 15-minute time limit.

**VI. COURSE GRADING AND POLICIES**

A. Points

Course Requirements Checklist	10
Discussion Board Forums (1 at 50 pts; 1 at 100 pts)	150
Investigative Report	100
Grant Projects (7 items)	
Proposal Introduction – GP1	50
Statement of Need – GP2	100
Project Description – GP3	100
Evaluation Plan – GP4	100
Budget – GP5	100
Cover Letter and Summary – GP6	100
Potential Funders – GP7	100
Grant Terminology Exam (Modules 1–8)	100
<b>Total</b>	<b>1010</b>

B. Scale

A = 900–1010 B = 800–899 C = 700–799 D = 600–699 F = 0–599

C. Disability Assistance

Students with a documented disability may contact Liberty University Online’s Office of Disability Academic Support (ODAS) at [LUOODAS@liberty.edu](mailto:LUOODAS@liberty.edu) to make arrangements for academic accommodations. Further information can be found at [www.liberty.edu/disabilitysupport](http://www.liberty.edu/disabilitysupport).

## ***COURSE SCHEDULE***

### **HLTH 491**

Textbooks: O’Neal-McElrath, T. (2013). *Winning Grants Step by Step*. Jossey-Bass.

<b>MODULE/ WEEK</b>	<b>READING &amp; STUDY</b>	<b>ASSIGNMENTS</b>	<b>POINTS</b>
<b>1</b>	O’Neal-McElrath: chs. Intro, Step 1 2 presentations	Course Requirements Checklist Introductory Forum Proposal Introduction	10 0 50
<b>2</b>	O’Neal-McElrath: ch. Resource A; websites 1 presentation	Investigative Report	100
<b>3</b>	O’Neal-McElrath: ch. Step 3 1 presentation	Statement of Need	100
<b>4</b>	O’Neal-McElrath: chs. Step 4-5 1 presentation	Project Description	100
<b>5</b>	O’Neal-McElrath: ch. Step 6 1 presentation	DB Forum 1 Evaluation Plan	50 100
<b>6</b>	O’Neal-McElrath: chs. Step 7-8 1 presentation	Budget	100
<b>7</b>	O’Neal-McElrath: chs. Step 10-12 1 presentation	DB Forum 2 Cover Letter and Summary	100 100
<b>8</b>	O’Neal-McElrath: chs. Resource B, Step 2; website 2 presentations	Potential Funders Grant Terminology Examination	100 100
<b>TOTAL</b>			<b>1010</b>

DB = Discussion Board

**NOTE:** Each course module/week (except Module/Week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final module/week ends at 11:59 p.m. (ET) on **Friday**.