



**WRITING A  
FELLOWSHIP  
PROPOSAL**

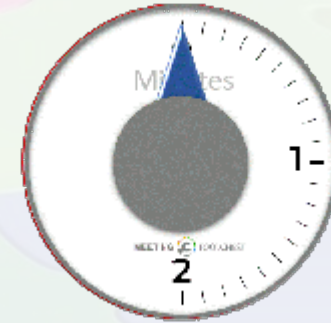
# WHAT DOES YOUR PROPOSAL DO?

- Describes to the committee what you want to do and why
- Gives the committee a chance to get to know you
- Allows you to present and explain your motivations, background and qualifications
- Helps you to plan out your project

# WRITING FOR A SPECIFIC FELLOWSHIP

## Consider:

- Who do the donors want to fund?
- What do the donors want to fund?
- Does the fellowship have a mission/specific aim?



# WHO WILL READ YOUR PROPOSAL?

- Faculty reviewers
- Educated, non-specialists

## **Ground rules:**

- Use an appropriate writing style
- Proofread
- Write up to the word limit (but not beyond)

# WHAT ARE THE READERS LOOKING FOR?

## Reassurance that you:

- have planned your project thoroughly
- are qualified/have the background/experience necessary to carry out your project
- have support to carry out your project (an organization, a faculty member)

## Reassurance that your project:

- is feasible
- is going to be carried out ethically and thoughtfully

Giving concrete examples helps readers relate to what you are saying

# WHAT ARE THE READERS LOOKING FOR?

## Clarification of:

- *what* you intend to do
- *how* you intend to do it
- *why* this is interesting/relevant to you
- *how* your previous experiences play into your summer plans
- *how* this experience will play into your Yale plans

Giving concrete examples helps readers relate to what you are saying

# ELEMENTS OF A STRONG PROPOSAL: PAST, PRESENT, AND FUTURE

**Past = Motivation**

**Why** do you want to do this?

- Interesting topic not yet explored?
- Build upon previous work you've done?
- Would help something in the world that needs changing?
- Personal motivation\*?



\*Be aware of the difference between personal motivation and emotional appeals

# ELEMENTS OF A STRONG PROPOSAL: PAST, PRESENT, AND FUTURE

**Past = *Preparation***

**What qualifies you to be successful?**

- Past coursework
- Language skills
- Work experience
- Research experience
- Time spent abroad
- Transferable skills



# ELEMENTS OF A STRONG PROPOSAL: PAST, PRESENT, AND FUTURE

**Present = *Proposed idea***

- **What** are you proposing to do?
- **Whom** have you contacted already?
- **When** do you propose to carry out your activity, and **how** will your time be allocated?
- What **challenges** do you anticipate? And how do you plan to overcome them?
- What specific **goals** do you hope to accomplish?

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**Exercise:**

- Project Title:
- Central Question or Goal:
- Methods/Activities:
- Location/Context:
- Mentorship or Resources Needed:
- Journal about risks/constraints!



# ELEMENTS OF A STRONG PROPOSAL: PAST, PRESENT, AND FUTURE

Future = *Take-aways*



- What are your **short-term academic goals**, and how might these benefit from your proposed experience?
- What are your **long-term academic/professional goals**, and how might these benefit from your proposed experience?
- Will **anyone else** benefit from your proposed project? How?

# INTERNSHIPS

- Motivations, previous experience, and take-aways still necessary
- Why the proposed organization or role?
- What tasks will you take on?
- What contributions will you make ?
- How will you balance learning with contributing?

# ASK PEOPLE TO READ IT!

Ask people you trust to give thoughtful feedback and constructive criticism

- Recommenders
- Faculty advisers
- Residential college writing tutors
- Writing Partners (<http://writing.yalecollege.yale.edu>)

Proposal Writing Partners: <https://poorvucenter.yale.edu/writing/yale-college-writing-center/weekly-and-fellowship-writing-partners>

# READER CHECKLIST

- Are the details of my proposed project clear?
- Is it clear that I have support for this project from the necessary stakeholders?
- Do I present myself as qualified to make a success out of my idea?
- Have I sufficiently explained my motivation for carrying out this experience?

Are the following elements clear:

- what I hope to **accomplish**
- what I hope to **gain**
- what I hope to **contribute**

**QUESTIONS?**