

Expectations of Junior Davenport Fellows

In phase III of the Davenport Leadership Program students will focus on developing their grant-proposal writing skills, developing their capstone project, and submitting a grant proposal for their capstone project. A unique aspect of Randolph College's Susan F. Davenport Leadership Program is that students are eligible to apply for up to \$2500 in grant funds from the Davenport program to carry out their capstone leadership project in phase IV.

Fall Semester

In the fall semester students will take the 1 credit experiential learning (EXL) course *Proposal Writing and Philanthropy*. Students will develop an understanding of the principles of philanthropy and learn the fundamentals of RFPs (Request for Proposals), and writing grant proposals. In addition, the Junior Davenport Fellow will identify a mentor from among the faculty or administrative staff with expertise in their project area to guide them as they develop their project. Junior Fellows are encouraged to meet with their mentor on a regular basis as they are developing their project. The student's capstone project provides the material for their grant proposal writing exercises in the class. In mid-November students will submit an outline of their grant proposal in a bulleted format to the Davenport Committee. Members of the committee will review the bulleted drafts and meet with the students to provide feedback.

Studying Abroad and Completing Davenport: If you wish to study abroad, you are encouraged to plan to be abroad during summer sessions or the spring semester of your junior year. You will need to be at Randolph College during the fall semester to take the philanthropy and grant proposal writing course.

Spring Semester

In the spring, students will continue to work on developing their capstone project and their grant proposal. Students will have another opportunity to submit a draft of their grant proposal to the Davenport Committee for feedback in February, before submitting their grant proposal application in March. Grant-proposals will be distributed to the Davenport Committee for review. Grant-funding awards will be announced in early April.

Please note: it is possible to create a capstone project that does not require funding. In this case, the student will submit a proposal in the grant proposal format (except for the budget section). The proposal will still need to be reviewed by the Davenport Committee for approval. If the proposal is approved the student may continue to phase IV.

Overview of Activities

Fall Semester

- Capstone Project Development
- Identify and meet with mentor (as needed)
- Class: Proposal Writing and Philanthropy (1 credit hour)
- Submit bulleted outline of grant proposal to Davenport Committee in mid November.

Spring Semester

- Meet with mentor (as needed)
- submit Grant-proposal draft (February)
- submit final grant-proposal (March)

Students whose grant proposals are funded (or approved) may continue to phase IV and will be eligible to become Senior Davenport Fellows.

2008 Calendar

Fall Semester

Week	Task
I	Breakfast meeting with Davenport Committee First Class Meeting Friday (1:30-3:30)
II	Class
III	Class
IV	Class
V	Class
VI	Class
VII	Class
VIII	Class
IX	Class
X	Class
XI	Class Submit Bulleted Outline to Davenport Committee
XII	<i>Class</i>
XIII	Thanksgiving
XIV	Class Meeting with Davenport Committee (1/2 group)
XV	Class Meeting with Davenport Committee (1/2 group)

Spring Semester

Week	Task
I	
II	
III	
IV	
V	
VI	<i>2/23 Draft of Grant Proposal Due by 4 PM</i>
VII	Feedback from Davenport Committee about draft proposals
VIII	Spring Break
IX	
X	
XI	<i>3/30 Grant Proposal Due by 4 PM</i>
XII	
XIII	<i>Grant Awards Announced</i>
XIV	Reflection Due Davenport Celebration
XV	