WRITING GRANT PROPOSALS: PROCESS, RESOURCES, SUPPORTS

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TIPS FOR WRITING A COMPETITIVE GRANT PROPOSAL

- Give yourself enough time!
 - 3 months minimum
 - Most opportunities require lots of other documents besides the science
 - Getting funding takes time
- Understand the funding agency
 - Align with mission
- Use a handbook to keep on task
 - Handbook for planning & writing successful grant proposals, 2nd Ed. (2021), M.S. AtKisson
 - Grant application writer's workbook (2015), S.W. Russell and D.C. Morrison

- Read the Request for Proposals carefully
 - Usually very detailed
- Read the Request for Proposals carefully again.
 - And probably a few more times
- Talk to the Program Officer
 - Get feedback on whether your project fits with their mission
- Resubmit
- Use ORI resources
 - Don't wait until the last minute!
 - New Research Development resources.



IDEAL GRANT WRITING TIMELINE-LARGER RESEARCH GRANT

1 Year Start

- Study funding agency
- Draft preliminary overview/aims
- Assess data
- Get publications in pipeline

9 Months Strategize

- Gather preliminary data
- Read Sample proposals
- Revise preliminary aims if necessary
- Draft budget

6 Months

Preliminary Draft

- Polish overview/aims
- Begin writing
- Block off regular time
- Contact Program Officer

4 Months
Regulatory Issues

- Fill out protocol forms
- Gather biosketches
- Gather letters

2 Months Details

- Continue writing
- Continue forms

1 Month Mock Deadline

- Good draft ready
- Start the 1 month timeline

ONE MONTH TIMELINE

1 Month

Touch base with ORI

Get someone to read proposal

2 Weeks
Incorporate final edits
Print out and proof read

1 Week
Upload files on submission
portal (Cayuse)
Work with ORI



IDEAL GRANT WRITING TIMELINE - SHORT/PILOT PROPOSALS

4 Months Start

- Draft preliminary overview/aims
- Assess data
- Study funding agency
- •Begin writing
- Block off regular time

2 Months Organize

- Work on regulatory forms
- Solicit letters
- Gather biosketches
- Draft budget

6 Weeks
Preliminary Draft

- Polish overview/aims
- Solicit feedback

1 Months
Details

- Continue to gather forms
- Incorporate feedback

2 Weeks Upload

- Continue edits
- Learn the sponsor portal
- Start to upload docs
- Contact ORI

1 Week Finalize

- Work with ORI
- Complete uploads



OFFICE OF RESEARCH AND INNOVATION

- Research Administration
 - Oversees financial administration for externally funded projects from proposal submission through project management and reporting.
- Research Development
- Institutional Ethics and Compliance
 - Assists researchers to comply with applicable laws, regulations, and policies regarding human and animal subjects, biosafety and export control.
- Technology Commercialization and Ventures
 - Promotes, protects and supports commercialization of intellectual property arising from research conducted at UMass Dartmouth.
- Undergraduate Research
 - Promotes undergraduate research, supports student-researchers, and disseminates the products of student research.
- Environmental Health and Safety
 - Provides information and training about biosafety, chemical hygiene, ergonomics, fire **safety**, hazardous waste, industrial hygiene, and occupational hygiene.



RESEARCH DEVELOPMENT

- Research Development Manager
 - Funding search
 - Navigate administrative structures within the institution
 - Work with investigators to improve grant writing skills and grantsmanship
 - Write proposal components
 - Provide strategic advice on making proposals competitive
 - Edit proposal drafts
 - Coordinate institutional support requests
 - Coordinate pre-submission peer reviews of proposal drafts



NEW PROGRAMS https://umassd.infoready4.com/

- The Grant Intensive Fellowship two-semester, faculty fellowship focused on skills needed to write competitive funding proposals. TGIF is intended for faculty at any level who are preparing to write a proposal and would like support during the process to produce a highly competitive proposal. The format will be a mix of workshop presentations, peer review, and writing group support. Deadline for applications is October 14, 2022.
- The Faculty Research Mentor program for faculty whose research and funding agenda would benefit from a mentor with expertise in their funding area. Funds are available for Mentor stipends and travel to UMassD.
- Travel of Research Investigators to Potential Sponsors benefits UMassD researchers by providing the opportunity to meet with Program Officers at funding agencies. Funds are available to support 1 day of travel and per diem.

Not new but important:

 Course Release Opportunity for Proposal Submission – October 14 Deadline for Spring Semester release

