



Preparing a Competitive Grant Proposal

Eva Garland, Ph.D.

Preparing a Grant Proposal: Step-by-Step

Step 1: Carefully Read the solicitation

- Read every word, take notes of areas that are confusing
- Pay careful attention to due dates (is there a pre-application requirement?)
- What are the budget restrictions?
- Are partnerships allowed? Are they mandatory?



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Step 2: Contact the Program Officer(s)

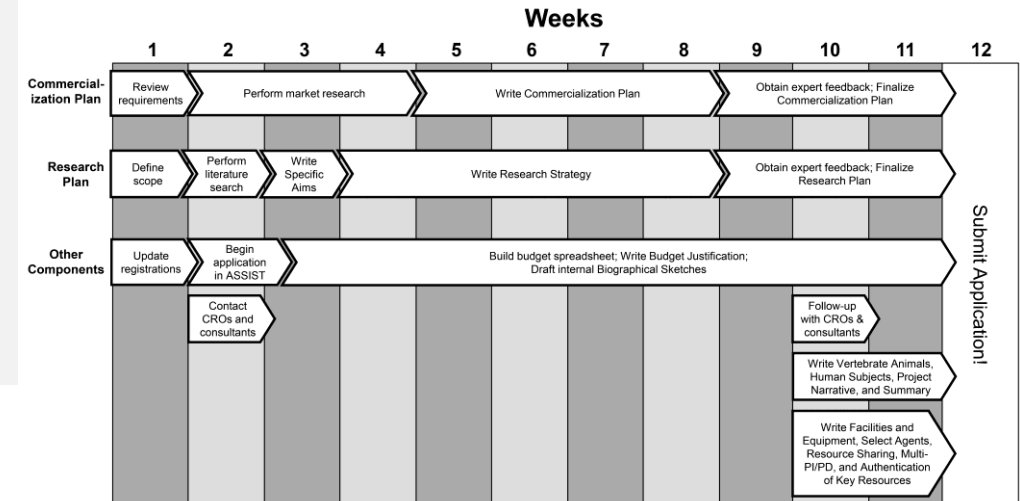
- POs can often give you “inside” information that isn’t available from the solicitation
 - Specific topic area preferences
 - Number of anticipated applications
- Prepare a list of questions in advance. Demonstrate you have read the solicitation.
- Be persistent, PO’s are busy
 - Don’t expect an immediate response
 - Email with several times you are available for a call
 - If first PO does not reply, look for alternates



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Step 3: Develop a Timeline for Preparing the Proposal

- Start with the deadline, and work backwards
- Aim to have all items completed at least 1 week prior to the deadline
- Reach out to your pre-award office to learn of internal deadlines
- Reach out to your collaborators to determine their institutes'/departments' deadlines
- Will anyone be on vacation??



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Step 4: Begin with an overall outline of the project

- Don't spend too much time on the details until everyone agrees on the overall project scope
 - Who, what, how, where, when
 - Create a checklist with key responsible parties
- Ensure you have “buy in” from collaborators and subcontractors
- Obtain a rough sense of the budget to ensure it fits within the solicitation



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Step 5: Write the Proposal

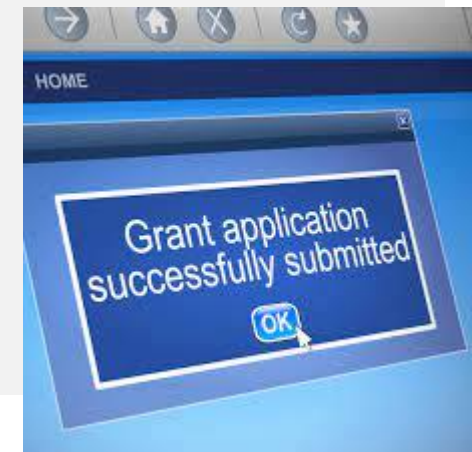
- Determine who will do the writing, make sure sufficient time is allocated
- Make sure you address all aspects of the solicitation
 - Don't forget your supporting documents
- TIP: Use the solicitation instructions as headers for your proposal sections
- Engage others to peer-review your writing



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Step 6: Submit the Proposal

- Know how submissions work at your institution and at your collaborators' institutes
 - Some pre-award offices require lots of lead time
- Know the review process and timelines
 - If you receive follow-up correspondence, reply ASAP
- If your proposal is not funded, reach out to Program Officer for feedback
 - Ask what projects were funded; perhaps you could join as a collaborator?
 - Try again!
- If your proposal is funded... **CONGRATULATIONS!**





Grant Opportunities for Tech Transfer

Dana Upton, Ph.D., MBA

Accelerating Research Translation (ART)

NSF 23-558



Goal: Support IHEs in building infrastructure for increased capacity to translate fundamental research

Due Dates	Funding	Limits	PI	Merit Review
<ul style="list-style-type: none">▶ May 23, 2023▶ Sept. 18, 2024▶ Sept. 17, 2024	<ul style="list-style-type: none">▶ \$6 million total▶ 4 years▶ <i>Cooperative Agreement</i>	<ul style="list-style-type: none">▶ 1 application per organization as lead▶ 1 application as PI	<ul style="list-style-type: none">▶ Serve as “Lead Ambassador” for activities▶ Provide intellectual leadership▶ Ph.D. <u>not</u> required	<ul style="list-style-type: none">▶ Intellectual Merit▶ Broader Impacts▶ Capacity Building▶ Education▶ DEI▶ Projects

Broadly applicable to all scientific, technological, and engineering fields



ART Program Directors

Broadly applicable to all scientific, technological, and engineering fields

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What does ART support?



Funding intended to **increase the scale and pace of advancing discoveries** made while conducting academic research



Activities Supported

- Building infrastructure at IHEs with low levels of translation research (invention disclosures, patents, spin-outs, licenses, etc.)
- Training graduate students/postdoctoral researchers in (1) translational research and (2) how to become entrepreneurs
- Specific translational research activities
- “ART Ambassadors” to champion translation research nationwide



Activities Not Support

- Activities at IHEs with already high levels of translation research*
- IHEs that have previously received ART awards
- Additional fundamental research
- Translational research that’s not treated on par with fundamental research in faculty recruitment, tenure, and promotion decisions

What to include in your application?

Key Information for Reviewers



Data justifying your current capacity and infrastructure for *translational* activities
Why do you have significant potential and opportunity (and sustainability)?

Other Opportunities

Multiple Federal Agencies support grants/cooperative agreements for tech transfer



Regional Innovation Engines
Boosting innovation capacity +
building sustainable ecosystems



Hubs + National Network of Spokes
Customer experience + investor
catalyst hubs to accelerate better
health outcomes



Regional Technology and Innovation Hubs
Increased geographic diversity of innovation
Requires partnering



**Research Evaluation and Commercialization
Hubs (REACH)**
Speed translation into products