CAIRIBU

Grant Writing Resources at CAIRIBU-Affiliated Sites

Stanford MEDICINE | O'Brien Urology Research Center
Department of Urology

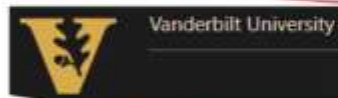George M. O'Brien Urology Research Center
UNIVERSITY OF WISCONSIN–MADISON

W · UMASS BOSTON · UTSW · NIDDK NATIONAL INSTITUTE OF DIABETES AND DIGESTIVE AND KIDNEY DISEASES

COLUMBIA
Columbia University O'Brien Center for Benign Urology

Vanderbilt University

Children's Hospital of Philadelphia

EINSTEIN
Albert Einstein College of Medicine

UAB SCHOOL OF MEDICINE

MEDICAL COLLEGE OF WISCONSIN

UT THE UNIVERSITY OF TENNESSEE HEALTH SCIENCE CENTER

Duke THOMAS LORD DEPARTMENT of MECHANICAL ENGINEERING & MATERIALS SCIENCE

Duke University School of Medicine

M UROLOGY
MICHIGAN MEDICINE
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DEPARTMENT OF UROLOGY
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KAISER PERMANENTE

Table of Contents

Albert Einstein College of Medicine

Office of Grant Support: The Office of Grant Support (OGS) provides pre-award administrative assistance to the entire Albert Einstein College of Medicine's community. Our goal is to enable faculty scholars to submit competitive grant proposals and to successfully manage all subsequent non-financial responsibilities of the award, resubmission, and renewal processes. Contact Office of Grant Support preaward@einsteinmed.edu for general inquiries. For more specific information, contact:

- Dhanonjoy C. Saha, PhD: Director @ dhanonjoy.saha@einsteinmed.edu
- Indranil Basu, PhD. MBA: Assistant Director @ indranil.basu@einsteinmed.edu
- Gerard McMorrow, MBA: Pre-Award Analyst @ gerard.mcmorrow@einsteinmed.edu
- Regina Janicki, CRA eRA Manager @ regina.janicki@einsteinmed.edu

Beaumont Hospital

Competitive Grant Proposal Development and Submission: Beaumont Health complied a seven page document detailing guidelines for competitive grant proposal development and submission to sponsor organizations.

Children's Hospital of Philadelphia

eSPA: eSPA (electronic Sponsored Projects Administration) is the module within Children's Hospital of Philadelphia's eResearch platform that has been built for the development, submission, approval, management, and closeout of sponsored research awards. eSPA will streamline many of your proposal preparation and project management tasks, including: Proposal notification to Pre-Award Research Administration, Retention of documents and project communications, S2S (System-to-System) submission of most NIH applications, Automatic email reminders (Notifications) of upcoming due dates, Management of progress reports and modifications, and Management of subawards. Need to be within the CHOP network to access this application.

Grant Review Communities: The Children's Hospital of Philadelphia hosts the Grant Proposal Success (GPS) program which guides members to develop a compelling proposal by providing a unique structure, from conceptualization of scientific ideas to grant proposal submission. The GPS offers advanced grant-writing skills that scientists can use throughout their careers including: leveraging each grant section to maximize funding, development of realistic timelines, concepts used in peer review, and cascading mentorship.

Office of Faculty Development Funding: The Office of Faculty Development provides many resources to help with grant development and funding opportunities, such as: a detailed guide to

preparing a grant application, funding opportunities and information, information about Pivot (a web-based tool that combines a comprehensive list of funding opportunities and scholarly profiles into one convenient database), and sample grants and grant sections.

RCR Grant Resources: The Office of Academic Training and Outreach Programs (ATOP) provides resources for researchers who need to include RCR training and program information in their grant applications and progress reports. Further resources are the RCR training policy and plan, RCR training plan template, and RCR session agendas.

Columbia University

Funding and Grantsmanship: Saved presentation slides and recordings from a past University course for students, postdoctoral scientists, clinical fellows, faculty, and staff on funding and grantsmanship. The course website also lists six other resources. The course director is Dr. Jaime S. Rubin at JSR9@columbia.edu.

Grants Support for Postdocs: Columbia University provides various resources that can help postdocs with grant writing and finding funding. These resources include: Finding Funding Workshop: PIVOT, Enhancing PI Knowledge About Grant Elements, Funding and Grantsmanship Course, Grant Starter Kit, Find Funding, NIH Grants Workshop Series Recordings. Access to the resources require a valid Columbia University login.

Writing a Grant Proposal Site: A website with various resources on how to write grants and proposals, along with how to get funding. It lists multiple NIH resources from the Center for Scientific Review, National Cancer Institute, National Heart, Lung and Blood Institute, National Institute of Allergy and Infectious Diseases, National Institute of Diabetes and Digestive and Kidney Diseases, and National Institute of Neurological Disorders and Stroke.

Irving Institute for Clinical and Translational Research
- Grant Resources Section: The Irving Institute can provide an NIH-formatted resources section for use in research proposals and training grants at no cost to university staff and researchers. For more information contact Helena Rincón at 212-305-0427 or hr2016@cumc.columbia.edu.

Mailman School of Public Health
- Grants Information: The purpose of the Research Resources (R2) Office is to help Mailman School researchers navigate the grant writing and submission process. To accomplish this goal, this guide by the R2 Office has the following information: Provides trainings and workshops on grant writing, development, and submission, assists faculty members with identifying collaborators, and offers individualized assistance with brainstorming, grant writing, editing and formatting grant text.

School of Nursing
- [Grants Management Office](#): The Grants Management Office (GMO) at Columbia University School of Nursing provides support to faculty, postdocs, and graduate students to reduce the administrative burden related to the management of federal and non-federal sponsored projects throughout the lifecycle of a grant. Within GMO is a team of five full-time professional staff, including a director and four grants managers. For any questions contact: songmo@cumc.columbia.edu.

Vagelos College of Physicians and Surgeons
- [Proposal Submissions and Grant Management](#): This inclusive website has guides for all stages of the grant writing process. The programs below require a Columbia University login to access the links below.
  - [Enhancing PI Knowledge About Grant Elements (EPIKAGE)](#): The goals of the EPIKAGE seminar series are to introduce new faculty to the basics of applying for an NIH award and to expose already funded faculty to unique opportunities for which they have yet to compete.
  - [Grant Course](#): Information on a variety of grant courses, workshops, services, and seminars available to researchers at CUIMC.
  - [Grant Editing Service](#): VP&S provides editing services for its Early Stage Investigator and New Investigator (as defined by NIH) faculty to improve the presentation, grammar, and logical flow of first-time R01 (or equivalent) submissions.
  - [Grant Toolbox](#): To facilitate grant submissions, the Office for Research has cultivated a variety of templates, checklists, and guides to help investigators assemble their proposals.
  - [MyGrants](#): MyGrants is an analytic dashboard to assist PIs in managing their research grant funding.
  - [Training Grant Resources](#): A collected list of resources to help with assembling proposals for NIH Institutional Training Grants. Includes information for active training grant list, templates, data table information, and training grant administrator lists.
- [VP&S Grants Management Services](#): The VP&S Grants Management Services (GMS) were established with the goal of sharing specialized services to create a better proposal and award management experience, and to reduce the administrative burden on faculty and investigators. The services are available to PIs in select departments, the Grants Management Services work closely with PIs, SPA, and other central university offices to submit grant applications and manage awards.

Duke University

[Course Search Results](#): Courses offered at Duke University related to grant writing. Some notable courses are: [0056 - Grant Writing](#), [0061 - Advanced Grant Writing](#), [0063 - Program Development for Grant Writers](#), and [0810 - How to Get Grants to Fund Great Programs](#).

[Grant Writer's Toolkit](#): The Office of Foundation Relations compiled a guide on proposal writing. The included resources are:
- [Program Development Questions](#): A list of questions with explanations that external funders will ask. The answers will shape research to identify potential funders and will form the basis of your proposal.
- [Proposal Elements](#): A basic outline of information that belongs in an application if the foundation doesn't offer application directions.
- [Proposal Submission Checklist](#): A pdf checklist of all the information needed for a proposal, from seeking funding from the foundation to after award processes.

Duke University School of Medicine - Department of Pediatrics
- [Grant Writing Resources](#): A compiled guide on various resources offered by the Department of Pediatrics to assist with grant writing. These resources are as following:
  - [Departmental Grant Administrators](#): The contact information of all grant administrators along with their specialities.
  - [Department of Pediatrics Grant Application Process](#): A detailed timeline of the proper grant application process, starting at 8 weeks prior to the due date and ending at 5 business days before the due date. Additional information is also available [here](#) along with [FAQs](#).
  - [Department Resources](#): A list of all department resources including various programs and people within to assist in the grant process. Some notable resources are:
    - Katherine Misuraca, PhD, (katherine.misuraca@duke.edu): She provides overall guidance in format and organization as well as writing support for scientific premise and clarity of presentation to members of the Duke Department of Pediatrics. She also coordinates the internal peer reviews of grant applications
    - [Division of Quantitative Sciences](#): in the Department of Pediatrics includes faculty with expertise in quantitative sciences such as biostatistics, epidemiology, econometrics, health services research, and pharmacology
  - [Duke Resources](#): Duke University offers extensive resources to facilitate effective research and collaborations for the Duke research community. The resources available relate to [myRESEARCHhome](#) (a program that provides a single location

for research-related tasks and information, putting relevant applications, resources, and information), a list of various offices available for research assistance, and software such as [EndNote](#), [Qualtrics](#), and [REDCap](#)

- [NIH Grant Information and Resources](#): A detailed guide on applying to NIH grants, with information such as: templates, necessary forms, cover letter, writing advice, and samples of applications.

Medical College of Wisconsin

[External Review Program](#): In conjunction with the Clinical & Translational Science Institute (CTSI), the Office of Research is pleased to continue offering external review of applications for R01 and K-level grants (from NIH or other major funders) prior to submission. The program will make arrangements to provide a full NIH style review by an outside reviewer, ideally an individual with recent study section experience in the relevant area. The reviews will be officially solicited by Ann Rosenthal, MD, Associate Dean, Chief, and Professor of Rheumatology. An honorarium of $750 per proposal will be made available to external reviewers for a timely return of the review.

[Federal Funding Opportunities](#): This webpage includes current funding opportunities from the [National Institutes of Health](#) and the [Department of Defense](#). It also goes into detail about eligibility and resources related to the NIH [Loan Repayment Program](#) which may pay up to $35,000 of your qualified student loan debt per year for individuals conducting research in one of five programs: Clinical Research, Pediatric Research, Health Disparities Research, Contraception and Infertility Research, Clinical Research for Individuals from Disadvantaged Backgrounds.

[Grants and Funding: Search for Funding](#): The MCW Libraries provide a links to online resources, [grant writing books](#) made available by the MCW Libraries, and other sources of information on grants, grant writing, and [funding](#).

[Grant Support](#): The Medical College of Wisconsin office of Grants & Contracts supports investigators and research staff in submitting high quality, competitive, and compliant funding proposals. The FAQ guides on the topics of Preparing & Submitting a Grant Application and Managing Grants assist researchers in navigating grant preparation, submission, and management with embedded links to further resources related to each topic.

[Internal Funding Opportunities](#): MCW departments, centers, and committees support investigators with seed funding, pilot programs, and other awards. Below are the following cyclical awards available with deadlines:
- Center for Imaging Research Pilot Award Program (Continuous)
- Digestive Disease Research Support Grants (January)

- Faculty Vitality Award (January)
- Cardiovascular Research Awards (January)
- Clinical & Translational Science Institute Pilot - Integrated Clinical and Research Ensembles (ICRE) Awards (January)
- Research Affairs Committee New Faculty Pilot Grant (April & October)
- Imagine More Award (April)
- We Care Fund for Medical Innovation and Research (April)
- Cancer Center Pilot Grants (June & December)
- Children's Research Institute Innovative Research Awards (July)
- Women In Science Awards (August)
- Clinical & Translational Science Institute Traditional Pilot Awards (August)

Nonprofit Funding Opportunities: This webpage features nonprofit funding opportunities from foundations, philanthropic organizations, and other nonprofit agencies. Along with, it also provides three search tools to find funding: Grants & Funding Library Guide, ProposalCENTRAL Nonprofit Funding Database, and Follow the Office of Research on Twitter. It also includes information on funding with special application processes, which are:
- F2: Foundation Funding for Prestigious Limited Opportunities: The Office of Research promotes select opportunities from prestigious organizations that seek out exceptional researchers. These opportunities are directly shared via email with the "F2" designation. These opportunities are "limited," meaning the foundation has set a limit on the number of applicants from MCW, usually one or two. In these cases, the F2 announcement will include specific instructions for internal application. Candidate applications will go through a selection process overseen by members of the Society for Research Excellence.
- Philanthropic Cancer Research Funding Opportunities: The Cancer Center will lead the effort to distribute announcements for the cancer-related funding opportunities listed below. Limited opportunities are noted with an asterisk. Cancer Center administration will coordinate limited submission efforts and selections will be made with input from Cancer Center members and leaders. For inquiries regarding cancer-related funding opportunities, please contact KMCWCCResearchPrograms@mcw.edu.

Michigan State University

Grants and Related Resources: The Michigan State University Libraries have a compilation of resources for grant and financial aid seekers. These include: Training Opportunities with grant-writing workshop and an archive of videos and slide presentations from prior workshops, Proposal Writing guides with various resources on proper grant writing, and Key MSU Funding Pages with a list of funding resources within the University.

[Grant Writing the Basics and Beyond](#): This guide to grant writing features resources from outside the University. These include government resources and guides from other Universities, such as the [Community Tool Box](#) from University of Kansas and [Writing Center of the University of North Carolina at Chapel Hill](#).

[Grant Writing Training and Support](#): The College of Natural Sciences provides services and sponsors events related to grant writing. Students and faculty interested in information about new workshops should [contact](#) the College of Natural Sciences. The Office of the Vice-President for Research and Graduate Studies (VPRI) also provides resources such as [Research-Related Events](#), [VPRI Research-related Training and Resources](#), and [VPRI Proposal Services](#) to NatSci faculty. In order to utilize these resources, complete the [request form](#) and email it to Dr. Eric Hegg (erichegg@msu.edu) and Dr. Cheryl Sisk, Associate Dean for Faculty Development (sisk@msu.edu).

[MSUE Grant Services](#): The Michigan State University Extension grant service team assists in navigating the world of grants, contracts, and service agreements. They can guide through Extension, MSU, and sponsor requirements to successfully submit for funding. To begin the process, email the grants team at [MSUE.GrantServices@campusad.msu.edu](#).

Oakland University School of Medicine

[Grant Opportunities](#): The Medical Library provides a compiled guide on grant opportunities, including information and resources on: Searching for Grant Opportunities, Tips and Strategies for Grant Writing, eBooks on Grant Writing.

Stanford University

[Grant Writing Academy](#): The Grant Writing Academy hosts various events with Grant Couche, who describe practical advice for writing successful proposals for fellowships and career development awards, in order to create inclusive learning communities and accessible resources for emerging scientists and faculty. There are resources available for [Graduate Students](#), [Postdocs](#), and [Faculty](#).
Useful Resource
- [Tips for Planning Your Proposal](#): A complied guide for the top 8 tips for planning a proposal. The guide goes in detail through each section and provides the links for further resources and information.

[Grantsmanship Resources](#): The Stanford Research Development Office has prepared and compiled a variety of resources on best practices for writing competitive grant proposals. These resources contain general principles that can help grant writers from all disciplines. Please note

that some have been created with a specific audience in mind (e.g. NIH applicants, STEM researchers) and thus contain some examples and vocabulary that are specific to a particular discipline.

Stanford Medicine
- External Resources: A guide to helpful grant writing resources available online. Includes linked resources about Grantsmanship, Communicating with Funding Agency Staff, Budget Development, Letters of Support, NIH Peer Review, NIH Rigor and Reproducibility, and Data Management and Sharing Plans.
- Grant Writing: The Program on Prevention Outcomes and Practices's guide with many resources available, including the advice of senior colleagues and a number of websites and articles, for grant writing and identifying funding sources.
- Grant Writing Workshops: The Office of Faculty Development and Diversity offers a series of workshops throughout the year on grant applications, including the R-Series Grant Writing and Route to Getting Grants (R2G2) Series workshops.
- Other Grant Writing Resources at Stanford: Stanford Medicine lists other grant writing resources not listed on other pages. These include:
    - Stanford Biosciences Grant Writing Academy: The Grant Writing Academy coaches graduate and postdoctoral trainees in developing and articulating research strategies to tackle important scientific questions.
    - Stanford Office of Faculty Development and Diversity: The OFDD offers workshops throughout the year on NIH K and R series grant applications. The K series of workshops are hosted by Laure Aurelian, PhD. And the R series of workshops are hosted by Michaela Kiernan, PhD.
    - Stanford Research Development Office: The SRDO focuses its efforts on large multi-investigator, multidisciplinary grant applications that support School of Medicine centers and programs, multi-investigator grants focused on the school's priority initiatives, such as precision medicine and big data, and grants for early-career assistant professors who are writing proposals for their first independent research projects.
- Tools & Templates: The Research Management Group complied various resources for developing grant applications. These researches can be sorted by searching for a proposal component topic or a checklist (requires SUNet authentication to access) and downloaded.

University of Alabama at Birmingham

Free Online Grant Writing Course: The Sparkman Center for Global Health offers free courses on grant writing. Registration is required to receive the link.

Grant Library: The Center for Clinical and Translational Science has partnered with successfully funded investigators from across its partner network to develop this compendium of best practice grant writing samples. Check this resource often to see the most recent examples of well-crafted grants. The currently available grant writing samples are:

- Individual Training Fellowship and Mentored Career Developement Grants
- Institutional Training and Mentored Career Development Grants
- Pilot Program Proposal Toolbox
- Program and Center Grants
- Research Project Grants
- SBIR/STTR Grants

Office of Research, Grants, and Faculty Development: The Office of Research, Grants, and Faculty Development supports faculty with grant training, grant pre-award management, and professional development in the areas of scholarship, teaching, and service. The resources included are:

- Personnel: Kristi Menear, PhD, Director (kmenear@uab.edu) and Lawrence Moose, Program Director II (lmoose@uab.edu)
- Proposal Submission Timeline and Required Forms: School of Education Internal Grant Proposal Submission Timeline, Notice of Intent to Submit Grant or Subaward Proposal, and Notice of Intent to Participate on UAB Grant Proposal/Project External to the School of Education
- Grant Trainings: Contact Kristi Menear (kmenear@uab.edu)
- Grant Proposal Support: This subsection on the webpage includes resources on: Funding Sources, Writing a Grant Proposal, and Peer Review Process.

University of Pennsylvania

Grants and Fellowships: The Graduate Student Center has compiled various resources to assist with applying for competitive grants and fellowships. Some important resources are the Events page and the CURF website that feature up to date information on workshops and information sessions related to fellowships and grants, and the Opportunities page which consists of an uptodate list of Institutional Endorsement & Limited Submission Awards, including award amount and deadlines.

Perelman School of Medicine
- Grant Writing Resources: The Perelman School of Medicine compiled a guide on the various stages of writing a grant and included relevant resources on funding opportunities, workshops, courses, and grant review groups.

- Preparing Proposals: This guide covers all New, Competing Renewal, Revised, and Supplemental submissions. The resources included relate to the categories of: Internal Penn Proposal Information and Support, Internal Penn Proposal Information and Support, PI Relevant Information, and Other Helpful Links.

University of Tennessee

A to Z Grant Writing: This course provides students with the hands-on experience and knowledge they need to successfully begin the planning process for projects in need of grant funding. Additional features include six teachable moments videos and six choose your own adventure branching scenarios to fuel thinking processes. Students may choose between the instructor led ($185) or the self paced ($166) option.

Grant Writing: The Language Resource Center actively pursues both internal and external grants in conjunction with faculty and institutional partners to satisfy a variety of MFLL and interdisciplinary research initiatives. To learn more about how to partner with the LRC, arrange to meet with Dr. Canfield.

Grant Writing Certificate: The UT Center for Professional Education & Lifelong Learning Certificate Program provides an extensive opportunity to acquire the knowledge and practice the skills necessary to succeed in today's competitive grant writing environment. All courses are held at the UT Conference Center, downtown Knoxville, unless otherwise noted. The program requirements are four core courses, two electives, and all three required writing courses. Call 865-974-0150 to prepay for all three writing courses at a discounted fee of $609.

Proposal Development & Submission Guide: The Research and Innovation Center will work with a CCI researcher on all aspects of proposal development and submission. Additional resources they provide are IRB Guidance, CCI-Proposal-Development-FORM, Proposal Information, and the iThenticate plagiarism tool. The external resources listed are: Pivot, a comprehensive, searchable database of funding opportunities and research profiles and Grants.gov, the most comprehensive public source for information on federal funding opportunities.

Proposal Support: The Research Development (RD) staff are available to help faculty identify opportunities, develop ideas, and generate winning proposals. RD support is available for proposals of all sizes, from single-investigator projects and prestigious faculty awards to transdisciplinary, center-scale efforts. The services they provide are Strategy Consultation, Editing and Advising, and Comprehensive Proposal Management. Contact researchdevelopment@utk.edu to engage RD proposal development support.

University of Wisconsin – Madison

Grant Writing Websites: The UW-Madison Library provides multiple resources at the Grants Information Collection (GIC) in Room 262 D/E of Memorial Library. The website includes three sections on grant writing including books, websites, and workshop materials. Within the website section the categories of grant writing assistance, federal funding proposals, non-government funding proposals, and research funding proposals are all available for access.

ICTR - UW Institute for Clinical and Translational Research: ICTR, along with its Marshfield Clinic Research Institute partner, offers a variety of courses, workshops and presentations on specific topics related to clinical and translational research, including study design, grant and manuscript writing, overviews of conducting clinical and translational research, stakeholder engagement, biomedical informatics, and qualitative research methods. Many of these resources are housed online, either as training modules or as archived videos and readings. At the current time, we are conducting all listed in-person trainings virtually.

The Writing Center: The UW-Madison Writing Center is staffed by a team of professional writing instructors, including doctoral student teaching assistants. All Writing Center instructors are highly trained readers who can offer help with writing in all disciplines and at all levels. They provide writers affiliated with the university through resources such as workshops, one-on-one interactions, and writing groups.

> **Useful Programs and Services**
> - Additional Resources about Grants and Grant Writing: This page provides a brief overview of some of the resources available through the Grants Information Collection at UW–Madison's Memorial Library in addition to some other resources for writers working on grant proposals.
> - Planning and Writing a Grant Proposal: The Basics: This guide considers grant proposals; overall purposes, audiences, and expectations in order to make this information applicable across a range of contexts. It also includes three annotated and varied successful proposals written by colleagues associated with UW–Madison.

SMPH - School of Medicine and Public Health
- medRAMP - (Research AdMinistration and Proposal Development Services): medRAMP was created in direct response to identified need from investigators and faculty to support the grant proposal development process. They offer a variety of services with a base rate + hourly fee. For more information, contact medRAMP Director Lori Uttech-Hanson at uttechhanson@wisc.edu, via Teams, or at (920)-296-5930. Other free guides on grant/proposal writing are as following:

- ○ Grant Writing Training and Support: This guide provides links on comprehensive information about how to write a grant from key federal funding agencies such as: National Institute of Health, National Science Foundation, and Department of Defense.
  - ○ Sample Proposals
  - ○ Templates & Example Sections

Vanderbilt University

Funding for Graduate Students: Grant Writing Resources: Vanderbilt provides a guide to sources of funding and grant writing for Vanderbilt graduate students. These include links to resources like Office of Research (VUMC) resource, Grant Writing (BRET Career Development Office), Grant Resources from the College of A&S, and Writing Successful Research Grant Proposals, along with a list of books.

Tools for Grant Writing: The Office of Research at the Vanderbilt Medical Center provides a detailed guide with multiple resources on grant writing. The categories included are: Vanderbilt grant writing tools, other grant writing tools and resources from organizations like NIH, NCI NIAID, NIDDK, NINDS, and NSF, and funding from Vanderbilt and external organizations.

Peabody College
- ● Tools for Grant Writing: Peabody College provides a list of resources for the three most common sources of funding for Peabody faculty members:
  - ○ Institute of Educational Sciences: Resources for IES Grants and Proposal Writing for IES
  - ○ National Institutes of Health: Resources for NIH Grants and Proposal Writing for NIH
  - ○ National Science Foundation: Resources for NSF Grants and Proposal Writing for NSF

Vanderbilt School of Medicine
- ● Grant Writing: The BRET Office of Career Development offers various resources to grant writing. Such as Vanderbilt Resources for Writing Your Grant, ASPIRE Grant Repository, Presentations from past Grants & Fellowship Workshops, and Training Grant Support.