The First-Year Faculty Experience of Grant Writing at UVM

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Grant Proposal Developer Research Development

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Housekeeping & Ground Rules

- We affirm all aspects of identity
 - neurotypes, gender, sexual orientations, race, disability, ethnicity, and all other forms of diversity
- All forms of participation are okay
 - Speak, type in chat box, gesture, emoticons/reactions, mix/match
 - Walk, move around, fidget, eat/snack, take breaks

Purpose of the Presentation

Participants will:

- Learn about UVM services and tools to support you in finding funding, writing, and submitting grant proposals
 - Research Development
 - Sponsored Projects Administration
- Learn strategies and best practices for developing grant proposals

UVM FY23 Sponsored Research Snapshot



\$262.8M

In External Research Support

	Source	Amount	Awards		
	Federal Government	\$205.5 M	531		
*	Nonprofits	\$13.1 M	108		
7	State and Local	\$8.2 M	27		
%	Industry	\$3.2 M	22		
	UVM Foundation	\$32.6 M	_		
	Total	\$262.8 M	688		

Source: UVM Research Review 2023

UVM FY23 Sponsored Research Snapshot



1. LCOM \$94.4 M	6. CAS \$7.7 M
2. CALS \$39.5 M	7. CESS\$6.8 M
3. OVPR\$27.5 M	8. CNHS \$2.3 M
4. CEMS \$25.8 M	9. Other \$4.7 M
5. RSENR \$21.3 M	



1. Research	586
2. Extension	. 60
3. Instruction	37
4. Public Service	5

Source: UVM Research Review 2023

Getting to Know You...

What are the most **intimidating or stressful** aspects of writing grant proposals for you?



Research Development Support

Research Development offers a suite of services to assist scholars in their pursuit of extramural funding. Our team of trained researchers provides support during the grant development process to help proposals reach their full potential and conveys skills and experience to the UVM community to create highly competitive proposals.

Research Development



Jeralyn Haraldsen
Director



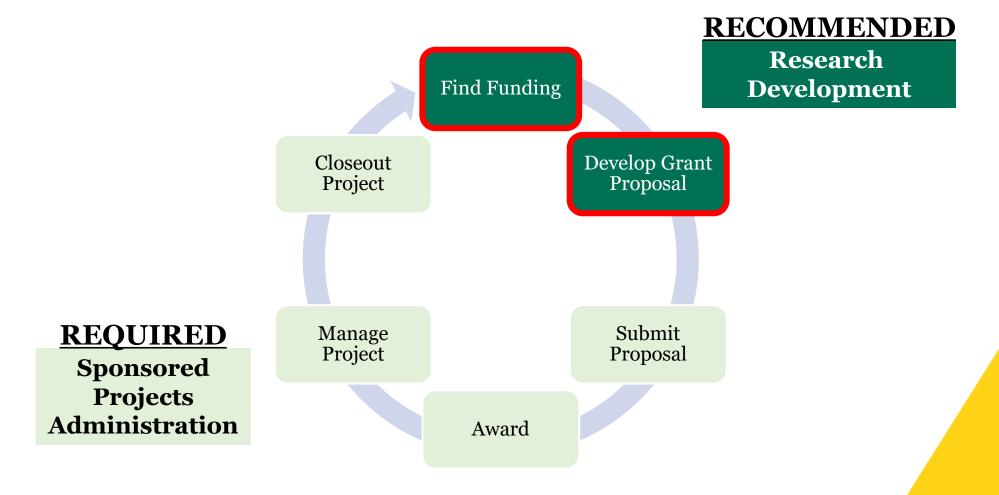
Cailey Biles
RD Project
Manager

Scott Lewins

CALS



Where does UVM Research Development fit in?

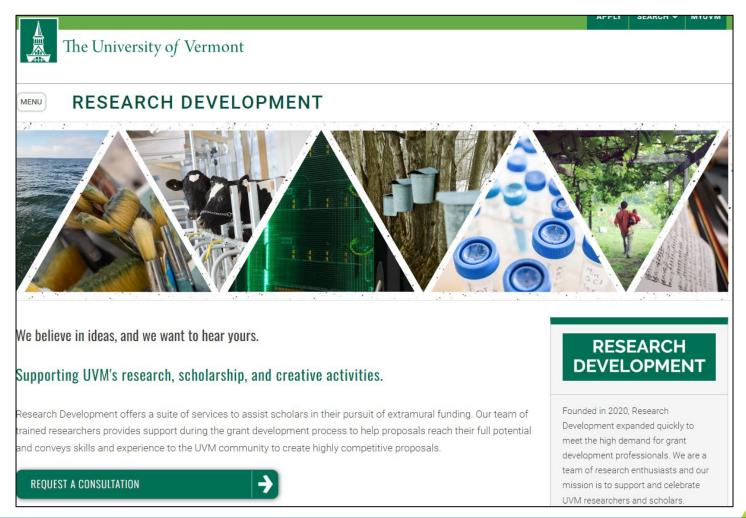




Research Development

- Communicate funding opportunities
- Manage Limited Competition process
- * Provide Grant Proposal Development Support
 - Including Project Management for large proposals
 - Develop Grant Writing Resources, Programs, Tools

Strategic Resources – Research Development!



Our website: https://www.uvm.edu/ovpr/resdev

What We Offer

- Finding Funding: consultations, Pivot-RP tutorials, weekly funding opportunity newsletter. <u>Request a funding opportunity and/or Pivot-RP consultation or subscribe to the newsletter</u>
- **Limited Competitions:** management of internal competition and selection process for limited submission funding opportunities. *View and apply for open limited competitions*
- Grant Writing Support: grantsmanship and writing feedback and assistance. <u>Request grant writing support</u>
 - <u>Grant proposal review and grantsmanship critique:</u> annotated feedback and suggestions to enhance competitiveness; proposal review for responsiveness to funding program solicitation and/or reviewer critiques
 - <u>Grant proposal writing assistance and editing:</u> substantive editing of draft text; editing to improve clarity, flow, formatting, and presentation; assistance with drafting non-technical proposal components; suggested outlines, checklists of required documents, and timelines
- **Project Management for Large Proposal Preparation:** addition of skilled, flexible capacity to your team for developing large and complex proposals. *Request complex project management support*
- Grant Writing Programs and Resources:
 - View <u>calendar of events</u> or <u>list of ongoing programs</u>
 - Access grant writing resources
 - Request a UVM Research Impacts consultation for broadening and amplifying the impact of your research
- **Strategic Planning:** positions faculty for funding and leadership opportunities. <u>Request a consultation with Lewis-Burke Associates</u>



RD Support for New Faculty

- Regular Meetings
- Strategic Planning
- Tailored checklists
- Tailored timelines
- Custom outlines for the main proposal document
- Templates for supporting documents

Date	Deliverable(s)							
March 19 – April 1	Write Specific Aims							
April 2	Specific Aims (1st Draft) Completed							
April 3 - 29	Write Research Strategy							
By April 20	Begin budget development with business manager support							
April 30	Research Strategy (1st Draft) Completed							
May 3 - 19	Iterative revisions to Research Strategy (as needed)							
By May 7	Enter grant information into UVM Click							
May 10 - 24	Write/update Supporting Documents							
By May 11	Complete first draft of full budget (in UVM Click)							
May 19	Revise Budget if needed, write Budget Justification							
May 20	Full, "near final" Project proposal completed							
May 21 - 26	PI, grant developer, colleagues review of text							
May 26	All final, signed Letters of Support due (if applicable)							
May 26	All final biosketches and Other Support due							
May 26 – June 1	Finalization of all documents							
Wed, June 2	Upload all final documents into <u>UVMClick</u> and ROUTE proposal							
On or before Fri, June 4	GOAL: proposal submission							
Mon, June 7	NIH Proposal submission deadline							

Finding Funding Opportunities

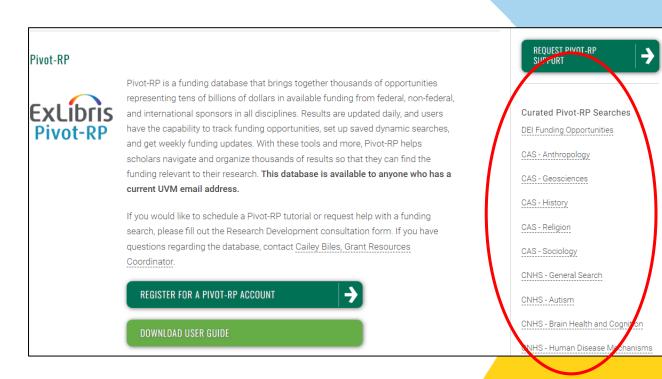
- Emails and announcements from the RD Team.
- UVM Internal funding opportunities (OVPR and college websites)
- Funding Databases
 - Pivot-RP (UVM subscription)
- Funding agency announcements, e-alerts, social media
 - Grants.gov Funding opps for 26 federal agencies
 - Individual federal agencies websites (e.g., NIH Guide for Grants and Contracts, National Science Foundation Update)
 - Philanthropy News Digest (*Foundation Directory Online)



Pivot-RP Database

- Searchable funding database and expertise
- Updated daily
- Sources:
 - Federal and regional governments
 - Foundations
 - Professional societies, associations
 - Corporations
- Can create customized, saved searches, e-alerts
- Claim and keep your profile updated!
- Pivot-RP training available through Research Development

https://www.uvm.edu/ovpr/resdev



UVM Res Dev Funding Opportunities Newsletter

- Weekly Funding Opportunities Newsletter
 - Highlights new opps, diverse disciplines (NOT comprehensive)
 - Announcement of UVM Limited Competitions
 - Links to curated searches by broad discipline
 - Links to federal agency funding websites
 - Self-subscription



RESEARCH DEVELOPMENT

External Funding

Funding Newsletter

Sign up to receive the weekly Research Development funding newsletter. The newsletter provides a snapshot of available opportunities, announces new limited and internal competitions, and shares Research Development news.



Testing you a little bit...

What is/are some of the <u>first</u> things you should check after you find a potential funding opportunity?

Eligibility Considerations

- Individual eligibility (can you be the "principal investigator" or PI)
 - Restricted to a particular career stage?
 - Graduate students, postdocs, early-career faculty
 - Citizenship requirements
- Institutional eligibility
 - Is UVM an eligible institution?



Limited Competitions

Limited Submission: Funders sometimes **restrict the number** of applications an institution can submit to a particular program.

UVM Internal Competition: Internal process to ensure we do not exceed a stated limit, jeopardizing multiple applications.

- Announced in weekly funding opps newsletter
- Brief LOI (Letter of Intent)
- Convert to pre-proposal and internal review, if needed

https://www.uvm.edu/ovpr/resdev/limited-submissions https://www.uvm.edu/ovpr/resdev

There are Two "Flavors" of Federal Funding Opps

Unsolicited (investigator-initiated) Opportunities:

- Recurring opportunities with relatively predictable submission deadlines
- Broad areas of interest
 - Broad Agency Announcements (BAAs)
 - "Core" programs
 - "Parent" Announcements

Solicited Opportunities:

- RFAs or RFPs requesting projects in response to a specific topic of interest
- May have only one deadline (or a few)
- Can have short "drop" between announcement and submission deadline



Foundation Opps Have MANY "Flavors"

Unsolicited Opportunities (most common and most challenging):

- Typically only fund pre-identified entities
- Will not accept proposals unless invited

Solicited Opportunities:

- RFAs or RFPs requesting proposals for research or projects
- Often require a Letter of Intent first
- Deadlines may be annual, rolling or anything in between
- May or may not be recurring



Takeaway: You May Not Need to Find a "Specific" RFA

Many funding agencies have a mechanism for accepting unsolicited (investigator-initiated) grant applications:

- Broad Agency Announcements (BAAs)
- "Core" programs
- "Parent" Announcements

You need to understand that process at YOUR funding agency of interest

- Full proposal?
- Pre-proposal or white paper?

Develop a Process for Identifying Funding Opps

Many funders have recurring opportunities with relatively predictable due dates



- provide early/timely notification
- cover your target funding agencies
- cover a range of other potential funders
- meet your needs (i.e., doesn't overwhelm)



Testing you a little bit...

When you are receive a grant, whose money is it?

Sponsored Project Administration (SPA) & SPA 2.0 Support

What Is A Sponsored Project?

- Externally-funded activity in which a formal written agreement, i.e., a grant, contract, or cooperative agreement, is entered into by recipient (UVM) and Sponsor (e.g., federal, state, other universities, industry)
- Supports research, ext., public service, or instructional efforts



Fundamentals

- Whose grant is this?
 - Awards are made to the institution
- Who gets to call the shots?
 - >A Principal Investigator (PI) is the lead researcher for the grant project
 - > PIs and Central and Department administrators form a partnership
 - ✓ Pls direct the science
 - ✓ Administrators manage the business processes and compliance functions
- Who answers to whom?
 - ➤ Science without administration would not receive grant funding
 - >Administrators without science would not receive grant funding

Different Types of Sponsored Projects

Grant

- Cash or in-kind financial assistance awarded to an organization for the conduct of a project as specified in an approved proposal
- Cooperative agreements, fellowships, career development

Contract

- An agreement between two or more entities which creates an obligation to do or not to do a particular thing
- > Procurement, Sponsor acquires goods or services, economic benefits to the Sponsor

Subaward

➤ Grant or contract, prime agency receives funding from Sponsor, flow through or pass through the Sponsor

Fundamentals: Who is Funding the Research

- Federal
- Non-federal
 - ➤ Scientific, non-scientific and private foundations
 - **≻**Associations
 - **≻**Corporate
 - **≻**Industry
 - ➤ State, local and other governmental
 - >Other institutions

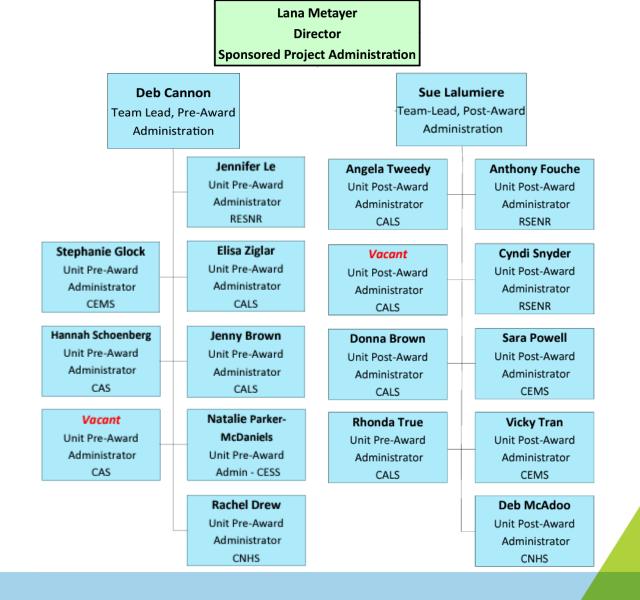
What Is Sponsored Projects Administration (SPA)?

Sponsored Project Administration is a fullservice research administration and compliance office committed to assisting faculty, staff, and sponsors navigate the lifecycle of a sponsored project. SPA provides institutional approval for all proposal submissions, accepts awards on behalf of UVM, and facilitates award administration.



SPA 2.0

Administrators serve the faculty on a more individual and personal level and act as a liaison between the faculty and the central team

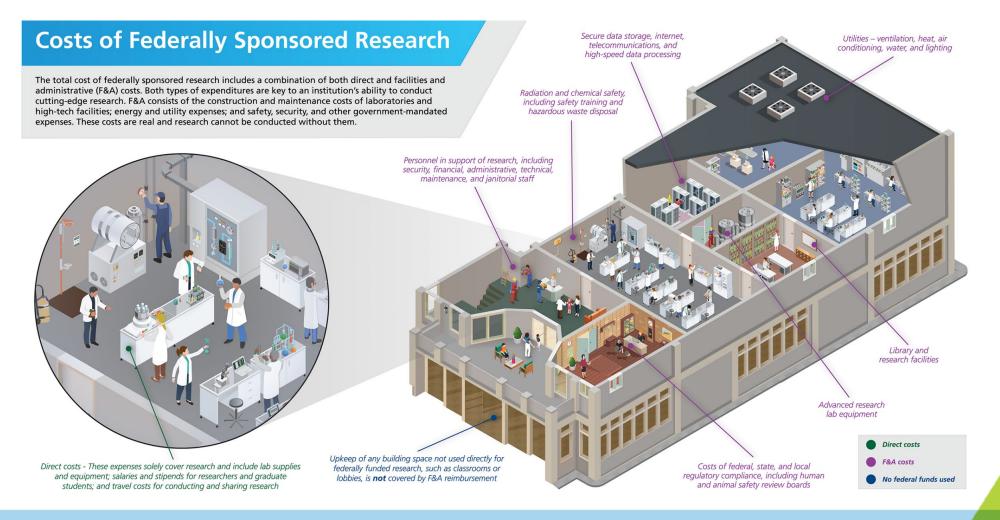


A Few Budget Definitions

- Cost-Share Occurs when UVM contributes quantifiable resources to a sponsored project beyond the amount paid for by the sponsor.
- **Fringe** Fringe Benefits include such items as FICA, Worker's Compensation, Unemployment Compensation, insurance, pensions, tuition remission and employee assistance programs.
- **Equipment** is defined as that which has a useful life of more than one year *and* an acquisition cost of \$5,000 or more.
- F&A / Indirect Costs / Overhead fund items researchers need in order to conduct their work that cannot be specifically allocated to a single project.



F&A: Why up to 53% of your budget isn't "yours"



UVM F&A Rate Agreement

https://www.uvm.edu/finance/fa-rates

F&A COSTS AND RATES

Key Resources

- F&A Rates by Fiscal Year (PDF)
- Federal Government Rate Agreement (PDF)
- Typical Direct vs. F&A Costs (PDF)
- UVM Cost Accounting Standards
 (PDF)

Data Turas hu Function	F&A Rates by Fiscal Year												
Rate Types by Function	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27*
			nined Rates	,	1	Predetermi			,		ined Rates		Provisional
	(FY13 Base Year)		(F	(FY18 Extended Rates)			(FY21 Base Year)				1.101101011111		
Organized Research	L												
On-campus	52.5%	54.0%		-			56.0%	56.0%	56.0%	53.0%		53.5%	53.5%
Off-campus - Burlington	28.2%	28.0%	-	28.0%	28.0%	28.0%	28.0%	28.0%	28.0%	27.5%	27.5%	27.5%	27.5%
Off-campus - outside city	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%
Experiment Station Research													
On-campus	37.5%	53.0%	53.0%	53.0%	53.0%	53.0%	53.0%	53.0%	53.0%	49.5%	49.5%	49.5%	49.5%
Off-campus	22.3%	16.0%	-	-	-	-	16.0%		16.0%	17.5%			17.5%
Instruction													
On-campus	62.6%	63.0%	63.0%	63.0%	63.0%	63.0%	63.0%	63.0%	63.0%	65.0%	65.0%	65.0%	65.0%
Off-campus	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%
VCHIP Program													
On-campus	33.5%	33.0%	33.0%	33.0%	33.0%	33.0%	33.0%	33.0%	33.0%	33.0%	32.5%	32.5%	32.5%
Off-campus	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%
Public Service			· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·									
On-campus	34.5%	38.0%	38.0%	38.0%	38.0%	38.0%	38.0%	38.0%	38.0%	33.0%	33.0%	33.0%	33.0%
Off-campus	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%	26.0%
Extension Service **													
On-campus	27.2%	25.7%	25.7%	25.7%	25.7%	25.7%	25.7%	25.7%	25.7%	21.0%	21.0%	21.0%	21.0%
Off-campus	22.3%	16.0%	16.0%	16.0%	16.0%	16.0%	16.0%	16.0%	16.0%	17.5%	17.5%	17.5%	17.5%
* Provisional F&A rates are used for	* Provisional F&A rates are used for fiscal years without a federally negotiated F&A rate. F&A rates have been negotiated through FY26. Predetermined rates are								negotiated	through F	Y26. Pre	determine	ed rates are

^{*} Provisional F&A rates are used for fiscal years without a federally negotiated F&A rate. F&A rates have been negotiated through FY26. Predetermined rates are federally approved F&A rates. The next base year used to negotiate F&A rates for future years is FY25.

^{**} Extension F&A rates must be used for all Extension proposals/awards regardless of the extension related activity including extension sponsored research or service projects.

Systems for Managing Sponsored Projects



- UVM's electronic research administration and compliance system where Principal Investigators and staff manage the lifecycle of:
 - > IRB Protocols
 - > IACUC Protocols
 - > IBC Protocols
 - Conflict of Interest Disclosures
 - > Proposal Submission
 - > Award Management
 - > Agreements

Educational Resources Available – SPA Website and News

Visit https://www.uvm.edu/spa and Subscribe to SPA News!



JOIN SPANEWS

Grant Proposal Development

Getting to Know You...

What has your experience been so far with grant

writing or developing proposals?

What Drives Success?

- Knowing your "audience" who are your reviewers?
- Alignment between your goals and the funder's goals/mission
- Significance/relevance of your idea
- FEASIBILITY and technical approach
- YOU as an investigator
 - Credentials and track record (publications, scholarly productivity, awards)
 - Expertise of you and your team
- Leaving enough TIME to write it takes longer than you think!



Strategies for Developing Grant Proposals – Best Practices

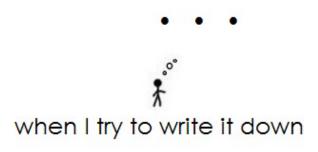
- Give yourself plenty of Time
- Serve as a Reviewer:
 - Many agencies are eager for reviewers
 - Provides valuable insight into the process
 - Access to a collection of funded and unfunded proposals
- Find mentor(s) that you trust
- Read the RFA/RFP/FOA:
 - In full detail and multiple times
 - Paying special attention to what they want to fund
- Contact Program Officers



It Starts with a Good Idea!







It Starts with a Good Idea!

- This can be the hardest part, so don't be hard on yourself
- Ideas are the product of preparation:
 - Learn the literature
 - Where does your research fit within this ongoing "conversation" or debate within your field?
 - Finding the gap
 - In order to participate in this conversation, you must:
 - Understand prior work
 - Understand methodology, techniques, tools
 - Synthesize this information and make connections between your own work and that of others



Maximizing Your Potential to Get Funded

• Review **examples** of successful proposals (ask mentors, classmates, sponsor websites)

EXCELLENT

AVERAGE

GOOD

- Develop Professional Relationships
- Assess Competitiveness:
 - Do you have preliminary data?
 - Have you been publishing in your field?
 - Compare yourself with PIs that are being funded
 - Do you understand the Program to which you are applying?
 - Have you talked to colleagues funded by the Program?
 - Have you talked to the Program Officer at the funding agency?

How Can an Award Database Help Me?

- Compare your work with funded projects assess "fit" and competitiveness
- Has something similar been funded already?
- Where is my "home" within the funding agency?
- Identify funded colleagues
- Determine number of grants awarded in the previous funding cycle

Use Sponsor Award Databases to Find Out What's Being Funded - What is Competitive?

- Keyword search
- Search a specific, existing Program funding opportunity announcement number (FOA, PA, RFA number)
 - Abstracts publications
 - Project team
 - Awarded budget
 - Assigned Program Officer
 - Funding program Institute/Directorate





What do you think are typical reasons that proposals don't score well?

- Mis-alignment with program/sponsor
- Over-ambitious scope too large
- Significance
- Team expertise collaborators needed
- Disagree with approach/methods
- All of these are determined by the Reviewers!

So...How Do I Write for My Reviewers?

First, remember that your reviewers are human....



... and very busy, like you!

Before You Write, You Must Understand Your Audience



- Reviewers take the role seriously, but... busy, overcommitted, tired
- Inherently skeptical and critical mindset
- Perhaps only peripherally interested in your research

Writing a Proposal is NOT like Writing a Paper

A Paper is:	A Proposal is:	
A scholarly pursuit – individual passion	Aimed at funder goals – service attitude	
Past oriented, work that has been done	Future oriented, work that should be done	
Theme centered; theory and thesis	Project centered; objectives and activities	
Expository rhetoric: explaining to the reader	Persuasive rhetoric: "selling" to the reader	
Impersonal tone, objective, dispassionate	Personal tone, conveys excitement	
Fewer length constraints (sometimes)	Strict length constraints, brevity rewarded	
Specialized terminology, "insider jargon"	Accessible language, easily understood	



"Agreed. We fund only those proposals we can understand."

Make Their Job Easy



- Understand the review criteria and give the reviewers the words they need to defend your proposal to the rest of the panel
- **Explicit** statements
- Clear and concise writing

How is my grant reviewed?

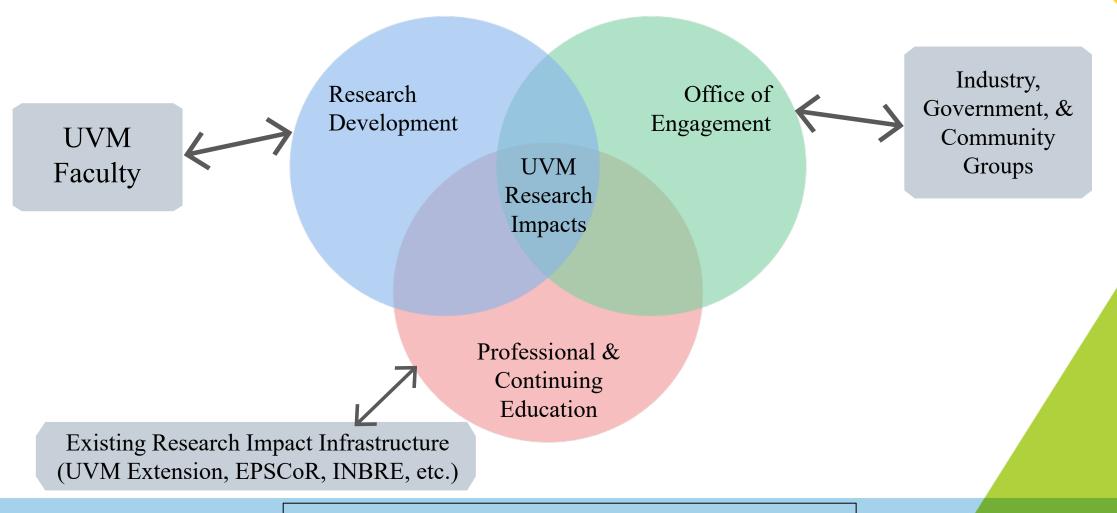
- Peer review is the process by which your grant is evaluated by a group of appropriate experts in your field.
- However, the process can vary significantly between different funding agencies.
- A full understanding of the review process, including who will review your proposal, will help you to write a more effective proposal



What Are They Looking For? Review Criteria

NIH	USDA	NEH	NSF
Significance	Relevance	Significance	Intellectual Merit
Investigators	Investigators	Applicant	Broader Impacts
Approach	Scientific Merit	Feasibility	
Environment	Facilities	Design and Work Plan	
Innovation		Cost	
		Clarity of Expression	

Strategic Resources – UVM Research Impacts Hub



Request a consult!

http://www.uvm.edu/ovpr/uvm-research-impacts

Don't Take Negative Reviews Personally

Distinguishing between excellent science/ scholarship and slightly less

excellent science/ scholarship is exceedingly difficult



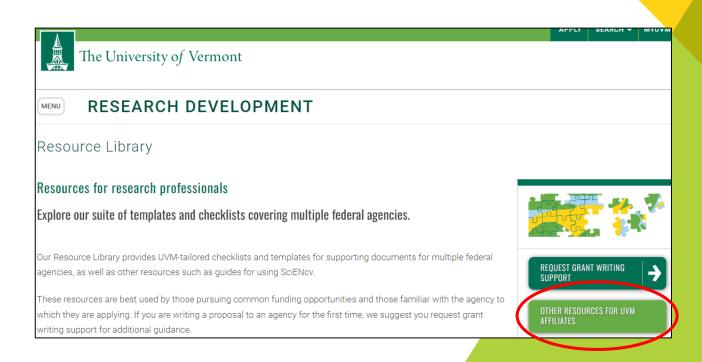
Responding to Critiques

- Respect the reviewers' opinions
- Assume reviewers' comments are intended to be helpful
- Read the critique thoroughly and dispassionately
- In general, respond from the perspective that "the reviewer is always right" (even if you disagree with them!)
 - Errors in clarity and grantsmanship
- Be appreciative, not defensive
- Be persistent and consider resubmission

Res Dev Training Opportunities

Both tailored to early-career faculty:

- NSF CAREER Commit to Submit Program
 - Eight biweekly virtual sessions? (changing format)
- Write Your First NIH Grant Program
 - Previously recorded eight weekly virtual sessions.
 - Available to all UVM Faculty!
 - https://www.uvm.edu/ovpr/resde v/resource-library



How to Request Research Development Support:

- Initiate contact early ideally 4-8+ weeks in advance of your proposal deadline.
- Complete intake form on website with info about funding opportunity and deadline.

https://www.uvm.edu/ovpr/resdev



Thank you! For Additional Questions:

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