

GRD 709: Writing Fellowship Applications
Spring 2018 – Shelby 105
Wednesdays, 1 – 3pm

Instructors:

Lisa Schwiebert, PhD – lschwieb@uab.edu

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Course learning objectives: By successfully completing this course a trainee should be able to i) write a complete grant application for submission to an external funding agency; ii) submit the grant for funding; and iii) understand grant-related administrative oversight. Documented submission of a completed grant application for mock study section review will be used to measure attainment of learning objectives.

Course Activities: GRD 709 comprises weekly meetings that include a combination of didactic, peer review, and group discussion sessions during which faculty work together with trainees to construct competitive grant applications. The sessions address and integrate elements of grant writing, which include identifying an appropriate grant mechanism, drafting each grant section, and reviewing applications.

Course Requirements:

- attend class sessions; meet with instructors as needed
- participate in peer review activities
- complete assigned readings: *Guide to Effective Grant Writing*, O Yang, 2nd ed, (2012)
- complete and submit grant application for mock study section review

Course Grade:

- class attendance and participation in discussion 25%
- documented participation in peer review activities 25%
- submission of a completed grant application for mock study section review 50%

Letter grades will be assigned per the following table:

88.0% to 100% inclusive	A
76.0% to 87.9% inclusive	B
63.0% to 75.9% inclusive	C
50.0% to 62.9% inclusive	D
0.0% to 49.9% inclusive	F

Credit for previously submitted grant applications: Trainees who have previously completed the submission of a grant application and wish to use such application for credit in this course should schedule an appointment with either Dr. Schwiebert or Dr. Bullard to present evidence of completed activities. Requests will be considered on a case by case basis.

Special accommodations: If you are registered with Disability Support Services, please make an appointment with Dr. Schwiebert or Dr. Bullard as soon as possible to discuss accommodations that may be necessary. If you have a disability but have not contacted Disability Support Services, please call 205-934-4205 or visit DSS at 1701 9th Ave. South.

Class Meeting Details:

Class meeting, Jan. 10th – Getting started

- Topics
 - Introduction to grant writing
 - Overview of course
 - Assignment for next class
 - read the following sections in *Guide to Effective Grant Writing (GEGW)*
 - Chapter 1 - Overview: Overall Goals When Writing Grant Applications
 - Chapter 3 - Preparing to Write
 - Chapters 4, 20 - Types of NIH Grants and Non-NIH Grants
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Class meeting, Jan. 17th – Getting organized

- Topics
 - Finding the right grant
 - Using IRAP – Molly Moran Lerew, OVPRED
 - Assignment for next class
 - identify fellowship / grant mechanism; obtain application form
 - read the following sections in *GEGW*
 - Chapter 5, 16 - Anatomy of the NIH Grant Application; Training and Career Development Grants
 - Chapters 6, 7, 9 – Starting to Write; Organization and Writing Style; Specific Aims
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Class meeting, Jan. 24th – Anatomy of a grant I: Title, Abstract, Aims

- Topics
 - Overview of NIH F and K awards
 - Introduction to Title, Abstract, and Aims sections
 - Assignment for next class
 - draft title, abstract, and aims
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Class meeting, Jan. 31st – Title, Abstract, Aims reviews

- Topics / Activity
 - Peer-peer review of title, abstract, aims
- Assignment for next class
 - Revise title, abstract, aims
 - read the following sections in *GEGW*

- Chapter 8 – Figures and Tables
 - Chapters 10-13 – Significance; Innovation; Approach; Bibliography
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Class meeting, Feb 7th – Anatomy of a grant II: Research Strategy Sections

- Topics / Activity
 - Introduction to the research significance, innovation, approach
 - Assignment for next class
 - Draft research significance, innovation, approach
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Class meeting, Feb. 14th – Research Strategy Drafts

- Topics / Activity
 - In class drafting, discussion of research strategy sections
 - Assignment for next class
 - Revise research strategy sections
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Class meeting, Feb. 21st – Research Strategy Reviews

- Topics / Activity
 - Peer-peer review of research strategy sections
 - Assignment for next class
 - Revise research strategy sections
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Class meeting, Feb. 28th – Biosketch, Training Plan Sections

- Topics / Activity
 - Introduction to the biosketch, personal statement, training plan
 - Assignment for next class
 - Draft biosketch, personal statement, training plan
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Class meeting, Mar. 7th – Biosketch, Training Plan Drafts

- Topics / Activity
 - In class drafting, discussion of biosketch, personal statement, training plan
- Assignment for next class
 - Revise biosketch, personal statement, training plan

Class meeting, Mar. 14th – Biosketch, Training Plan Reviews

- Activity
 - Peer-peer review of biosketch, personal statement, training plan
 - Assignment for next class
 - Finishing writing and assembling the grant proposal
 - In *GEGW*, read Chapter 17 – Administrative Sections and Submission Process
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*Class meeting, Mar. 21st – Forms and more forms – **GRANTS DUE***

- Topics / Activity
 - Administrative panel discussion
 - Guest speakers – Tim Parker (OSP), Amanda Watts (IACUC), Cari Oliver (IRB), Donna Williamson (OHS), Brenda Cox (CIRB)
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*Class meeting, Mar. 28th – **NO CLASS***

- Assignment for next class
 - In *GEGW*, read Chapter 18 – Scoring Process
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Class meeting, Apr. 4th – Mock Study Section

- Activity
 - Grants reviewed by faculty mock study section
 - Assignment for next class
 - In *GEGW*, read Chapter 19 – Resubmitting an Application
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Class meeting, Apr. 11th – Comments and Rebuttals / Wrap-Up

- Activity
 - Receiving and reviewing comments; preparing a rebuttal