

Specific Aims Workshop Checklist For Participants

The purpose of this workshop is to work with established investigators to develop and hone the specific aims page of your upcoming grant application. The format of the workshop is designed to communicate and discuss with a non-specialized group of experienced scientists the individual research questions proposed. You will have one-on-one consultations with an assigned facilitator (based on research expertise) to help amend your aims.

One Month Prior to Workshop:

- Apply online at <http://www.uab.edu/medicine/cfar/component/rsform/form/41-specific-aims-workshop-application>
Submit a paragraph on your plans for submission including:
 - Abstract
 - Grant Mechanism with link to RFA with due dates
 - What stage of grant writing are you in?
- Write 1 page specific aims
 - Refer to “*How to Write Specific Aims Page*” PDF

One Week Prior to Workshop:

- Send Specific Aims page to Samantha Whitfield (swhitfield@uab.edu) to share with facilitators who will meet with you one-on-one at the workshop
- Create Slides to present your specific aims using the *Slide Template*
 - 6 slides max
 - 12 minutes to present
 - 8 minutes Q&A

What to bring to the workshop:

- Slides on a flash drive- arrive early to load
- Pen and paper for notes
- Business cards to share with facilitators

After the workshop:

- Complete [evaluation form](https://www.uab.edu/medicine/cfar/index.php?option=com_rsform&view=rsform&formId=48)
- Update [Samantha Whitfield \(swhitfield@uab.edu\)](mailto:swhitfield@uab.edu) on grant submissions and funding decisions