

Planning and Writing Successful Proposals	
Introduction	8:30 - 8:45
What goes in a grant proposal?	8:45 - 9:00
Integrating your work and your grant proposal	9:00 - 9:10
Choosing a grant type and Idea Development	9:10 - 9:30
Actual time line for planning and writing your proposal	9:30 - 9:40
Talking with program officers	9:40 - 10:00
Review of your proposal	10:00 - 10:15
Break	10:15 - 10:30
The front page – how to draft a solid, compelling Overview/Specific Aims	10:30 - 12:00
Lunch	12:00 - 1:00
Impacts of the Overview on the rest of the proposal	1:00 - 1:15
Selling the Significance/Impact	1:15 - 1:30
Describing the plan	1:30 - 1:45
Discussing the Literature	1:45 - 2:00
Describing preliminary work	2:00 - 2:15
Break	2:30 - 2:45
The rest of the proposal <i>The title and abstract</i> <i>The team</i> <i>The environment</i> <i>The costs</i>	2:45 - 3:15
Writing and formatting – how style impacts the communication of substance	3:15 - 3:30
Wrap-up and discussion	3:30 - 4:00