START HERE

Whether a large-scale center proposal or a single investigator research proposal, a successful grant writing process follows a clear roadmap of strategies and sequential tasks. (Thanks to Research Development Services and Pre-Award for their input.)

Compelling staryline

ANALYSIS & PLANNING

Review landmark documents referenced in solicitation Read solicitation thoroughly Identify PI

Identify win differentiators...why Purdue? Contact Pre-Award for inclusion of a Pre-Award specialist in planning meetings

PROGRAM OFFICER INPUT

Discuss one-page context paper
Discuss one-pager with agency contact
Refine storyline
Clarify and ask questions related to budget

requirements and restriction

PROPOSAL OUTLINE

Identify graphics needed Identify subawardee institutions

Identify any cost share requirements
Develop draft budget based on initial outline of work to be done
Answer questions related to proposal compliance items

PARTNERSHIPS

Recruit collaborative partners

Collect letters of commitment Discuss cost share needs with potential contributors Work with Pre-Award to gather sub-documentation Review sub-SOW and budget for appropriateness to work

MANAGEMENT & PERSONNEL

Collect biosketches and other required documents Develop C&P Refine budget based on final personnel, etc.

PROPOSAL FINALIZATION & SUBMISSION

Review final package Obtain academic approvals Complete FCOI disclosues Obtain institutional approval Send final submission to sponsor

PROPOSAL WRITING & EDITING

Assign supplemental documents such as data management plan

data management plan
Write section components
Pl or grant writer compiles and manages document
Edit drafts with project team
Ask colleagues to review near-final draft Revise after review feedback

Write summary last Refine budget based on changes to work plan, etc.

Black text: Research Development Brown text: Pre-Award