A one-day hands-on workshop for early career faculty planning to submit proposals to NSF CAREER or other early investigator grant programs.

The hands-on workshop will cover the following:
- Grants specifically for untenured, tenure-track faculty
- How to write proposals, step-by-step
- What reviewers are looking for
- Common mistakes and how to avoid them
- Common features of successful proposals
- How to respond to reviews

The outcome of the workshop should be that each participant will have a clear understanding of how to structure her/his proposal and what needs to be accomplished in each section. They should leave the workshop with a well-defined path forward to developing and writing their proposals.

Additional materials and resources will be provided to each participant on a DVD. These will include additional background materials, resources, and example sections of successful proposals.

Pre-workshop Preparation: This workshop is tailored for participants who have selected a project idea and are ready to start developing a proposal. Before the workshop, participants will be asked to write a draft project summary and fill out a questionnaire about their project.

Workshop Presented by: Lucy Deckard, President of Academic Research Funding Strategies, (http://academicresearchgrants.com/). Before starting her consulting firm in 2010, Ms. Deckard worked in research development at Texas A&M University for 8 years, most recently serving as Associate Director of the university's Office of Proposal Development. She directed the university's New Faculty Initiative, helping new faculty to jumpstart their research by helping them to identify funding opportunities, develop a strategy for pursuing funding, understand funding agencies, and learn how to write competitive proposals. Previously, she worked as an engineer for 16 years, conducting applied research in industry and obtaining funding from DoD, DARPA and the Department of Energy.

Workshop Schedule:
8:00 – 9:30 Workshop Goals and Agenda
Understanding the NSF CAREER or Young Investigator Program
Structuring your Proposal
9:30 – 10:15 Activity: The Project Summary from the Reviewer’s POV
10:15 – 10:30 Break
10:30 – 11:15 Discussion and Activity: Defining your research agenda and talking to program officers
11:15 – noon The importance of Significance: Writing the first 3 pages
Noon – 1:00 Lunch (will be provided)
1:00 – 1:45 Discussion and Activity: Writing the Research Plan Section
1:45 – 2:30 Discussion and Activity: Writing the Education Plan Section (for NSF CAREER)
2:30 – 2:45 Break
2:45 – 3:30 Other Documents You Need: References, Letters, Biosketches, Departmental Letter, etc.
3:30 – 4:30 Group Discussion/Wrap-up & Path Forward

*Activities include reading and reviewing example project summaries “before” and “after” rewrites, mock meetings with a Program Officer, dividing into small groups to explain the significance of each participant’s research, and generating a first draft flow chart of the research plan.

To Register: Send an e-mail to Michelle Gresham greshammm@mst.edu by Friday, January 4, 2013. Additional details will be provided to registered participants.