



# UCSB Grant Writing Institutes, Retreats, and Seminar Series

Meredith Murr, Director of Research Development



UNIVERSITY OF CALIFORNIA  
SANTA BARBARA

# The models at UCSB

- Faculty in Science and Engineering
  - First year in 2011
  - 2<sup>nd</sup> round will start in July
- Faculty in Social Sciences, Humanities and Fine Arts, and Education
  - Run by Barbara Walker, Director of Research Development for the Social Sciences, Humanities, and Fine Arts
  - Just completed the 3<sup>rd</sup> year

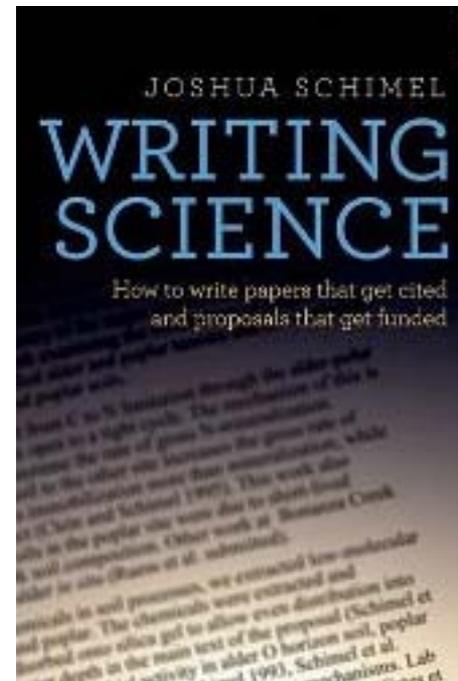
# GWI for Faculty in Science and Engineering - 2011

- Who attended?
- 8 Faculty
  - 5 Science - 3 Assistant Professors, 2 Associate
  - 3 Engineering - 3 Assistant
- 4 Graduate Students
  - 2 science
  - 2 engineering

# Instructors

- Josh Schimel, Chair of Environmental Studies
- Meredith Murr (me!!!)
- Craig Cotich, Writing Program
- Ram Seshadri, Assoc Director of Materials Research Lab
- Mike Goodchild, Professor of Geography
- Alycia Lewis, Contract and Grant Analyst
- Maria Napoli, Proposal Development Specialist

Writing Science: How to Write Papers That Get Cited and Proposals That Get Funded



- AGENDA
- Meeting 1, Monday 6/13
  - Introductions
  - Meredith Murr - Mock panel review – MRI campus pre-proposals
  - Meredith Murr - Basic Structure of Proposals and overview of GWI schedule
  - Craig Cotich – Abstracts and Introductions and Sentence Structure
- Meeting 2, Wednesday 6/15
  - Meredith Murr - Finding the best funding opportunity match
  - Peer review of abstracts and introductions
  - Craig Cotich – Coherence
  - Mike Goodchild - NSF peer review
- Meeting 3, Friday 6/17
  - Josh Schimel – Overview of scientific writing – “Structure”
  - Peer review of 1-3 paragraph description (aka white papers)
- Meeting 4, Monday 6/20
  - Meredith Murr - NSF Broader Impacts
  - Meredith Murr - Contacting program officers
  - Craig Cotich – Writing Toolbox

- AGENDA
- Meeting 5, Wednesday 6/22
  - Meredith Murr - Overview of submitting grants through OR
  - Peer review of Abstracts and Introductions
  - Josh Schimel - Strategically shortening your proposal
- Meeting 6, Friday 6/24
  - Maria Napoli – Continuation of NSF Broader Impacts and campus resources
  - Alycia Lewis (CNSI) - Budgets and budget justification
  - Meredith Murr - NSF Project Summary
- Meeting 7, Monday 6/27
  - Discuss peer review of full proposals
  - Craig Cotich – Grammar and Punctuation
- Meeting 8, Wednesday 6/29
  - Ram Seshadri (Materials) - Figures, Graphics and Illustrations
  - Peer review of budgets and budget justifications
- Meeting 9, Friday 7/1
  - Maria Napoli - Other Funding Agencies (DoD, DARPA, and DoE)
  - Peer review of proposal figures
  - Evaluation

# Structure – differences from UTK

- Peer Review
- Graduate Students were not engaged
- Timing - UCSB is on the quarter system - compressed for CAREER deadlines
- I had to pay Writing Faculty
- No peer review the first year

# Budget

Proposed -OR \$6,112, EVC \$20,928

- Proposed Support from Office of Research
  - Stipends for Writing Faculty Workshop sessions: 18 hours @ \$250/hour = \$4,500
  - Supplies
    - Ring Binders: 30@ \$20 = \$600
    - Misc = \$200
  - August Review Panel
    - Coffee: 40 @ \$6/each = \$240
    - Lunch: 40@ \$14.30 = \$572
- Proposed Support from Executive Vice Chancellor
  - Stipends: 12@ 1 50% summer month GSR \$20,928
- Proposed Support from Deans of Institute Participants
  - Summer support: one half month summer salary for each faculty - varies

Actual - OR \$3,517, EVC \$6,976

- Office of Research
  - Stipends for Writing Faculty - \$2,650.00
    - Workshop sessions: 7 hours @ \$250/hr = \$1,750.00
    - One-on-one sessions: 9 hours @ \$100/hr \$900.00
  - Supplies - \$674.54
    - Writing Reference Books = \$154.33
    - Writing Science book printing = \$414.00
    - Binder supplies = \$106.21
  - Refreshments Lunch - NSF faculty panel = \$193.43
- Executive Vice Chancellor
  - Graduate Student Stipeds
    - 4 @ 50% summer month = \$6976
- Deans - varies

# What I did to get it started

- Talked to my boss (the VCR) – is this a good idea?
  - Is this done at other institutions? Peer institutions?
  - Is there demand on campus?
  - How much will it cost?
- White paper – Sent to Divisional Deans and EVC
  - Rationale
  - Target Audience
  - Structure and Content
  - Who was going to instruct?

# How I publicized

- Email to department chairs and MSOs - ask to distribute to all faculty
- Email (blind cc) to all assistant professors
  - Academic Senate listing
  - Academic Personnel

# Evaluation - Dissemination

- Are there other dissemination mechanisms that you would suggest we use in the future to advertise the GWI?
  - Announce in person at department faculty meeting
  - E-mail from chair
  - Advertise during OR events: tenure panel, CAREER panel, DOE panel, etc
  - Have participants spread the word
  - Honestly, I would force (or extremely recommend) all incoming assistant professors to take this in the first year, so contact them separately NOTE: this was NOT advertised enough. When I told other faculty they were amazed (obviously they did not read e-mail)
  - Sending/Emailing to all faculty at UCSB may be valuable
  - I like emails

# Evaluation - Peer Review (they liked it!)

- Do you think peer review exercises should be included in future GWIs? Yes: 7 Faculty, 3 Grad No: 0
  - Often a peer would provide a nugget of information on how they achieved a certain result/their elevator speech/computing/document prep (Y)
  - Rotating peers for reviews is a great idea to get as many different perspectives as possible (Y)
  - Without it, the GWI would not make much sense as we learn from our and other's mistakes (Y)
  - They are very motivating. I think professional review would be good to add. I got the most helpful feedback from Meredith and Josh (Y)
  - Peer review is a good training to test our own capacity to deal with the subjectivity of the review process (Y)

# Evaluation - \$\$ Incentives are Important

- Would your attendance frequency have changed if full attendance were not required to receive the financial incentive or if the financial incentive was not offered?
  - No
  - Yes, since a lot of the stuff I knew and I'm so busy!
  - My attendance would probably not have changed. Being held accountable was good, no excuse to drop out.
  - I think requiring attendance is critical
  - No
  - Yes. I kind of realized there was a chance I wouldn't be able to qualify for the funding – I might not be able to meet the performance/attendance requirement, but having the incentive there helped me justify the reallocation of my time to proposal tasks
  - Yes

# Evaluation - Perceived Value

- Would you recommend this GWI to other faculty? Yes: 7 Faculty, 2 Grad, No: 0
  - This is one of the most valuable programs I have participated in at UCSB, related to professional development. The skills learned are immediately important and hopefully will improve our success rate so be valuable to UCSB as a whole (Y)
  - The grammar and other stuff really helps with not only grants but papers (Y)
  - Should be especially advertised to people in their 2nd-4th years of tenure track. This is a great networking tool to meet other assistant profs who are at similar career stages. (Y)
  - To make UCSB even more successful! (Y)
  - It was a little odd to be senior faculty, but I really needed this kind of support and am very grateful to have been allowed in. You'll probably have a relatively small number of folks like me because it is an admission of weakness. I think it should be 'required' of all junior faculty though where there is no stigma. (Y)
  - It was very useful and I think anyone (which includes researchers/non-faculty) should have the same opportunity. They also help bring funds to UCSB. (Y)

# Differences the 2<sup>nd</sup> time around

- Timing
  - Compressed into two weeks
  - Let attendees set schedule (doodle poll)
- No graduate students
- No postdocs
- Not as focused on NSF

# Grant Writing Retreat for Social Sciences, Humanities and Fine Arts, and Education

- Timing - one full day retreat just after commencement
- Structure - mock day review panel with senior faculty as reviewers and workshop sessions on introductions and methods sections
- Attendees:
  - 2010 - 10
  - 2011 - 5
- Lessons Learned
  - Timing is everything
  - Faculty needed more engagement during the writing process

# 2012 Seminar Series

- April 2 - Funding Search Workshop (optional)
- April 11, 12-2pm - Seminar 1: assessing funding agency fit, writing strategies, and free- writing exercise
- April 25, 12-2pm - Seminar 2: formulating a research idea and writing the introduction
- May 9, 12-2pm - Seminar 3: writing the theoretical review and methodology sections, budget considerations
- June TBD - Mock review panel for selected proposal drafts
- 13+ attendees

# Last Thoughts

- If you are thinking about doing this - jump in!
- The faculty LOVE it
- It is a way to market your research development office/services - get new customers
- Be prepared with information when you ask for campus support
- Grant writing programs can be tailored for any audience and any need - be flexible and do what works for your faculty

# Contact us with questions

- Bob Porter
  - [reporter@utk.edu](mailto:reporter@utk.edu)
  - (865) 974-3053
- Meredith Murr
  - [murr@research.ucsb.edu](mailto:murr@research.ucsb.edu)
  - 805-893-3925
- Barbara Walker
  - [walker@research.ucsb.edu](mailto:walker@research.ucsb.edu)
  - 805-893-3576