



From Concept to Submission

UC ANR Office of Contracts and Grants

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Agriculture and Natural Resources

Development Phase

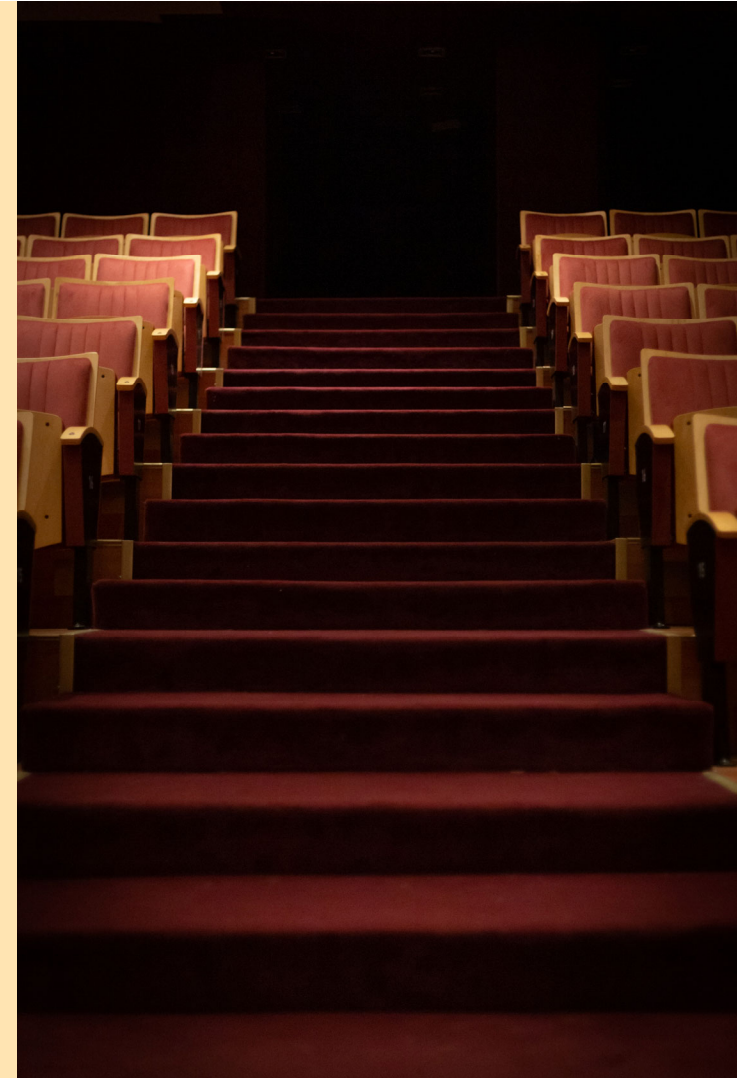
Define Market and Mission

Target Audience:

- Learn about the research, education, and extension funded by a prospective funder
- Research an organization's mission, long-range strategic plans, and research area foci
- Understand the sponsor's culture
- Serve on review panels

Current and Emerging Trends:

- Identify knowledge gaps, societal challenges, industry and community needs to be addressed
- Consider industry or discipline-driven trajectories towards employing new and innovative methods, approaches, and technologies



Competitive Edge:

- Use audience and trend research to inform funding opportunity search
- Outline institutional strengths, goals, long-term commitments and strategic priorities
- Develop conceptual plans that challenge the status quo to produce better outcomes
- Consider the significance and timeliness of action
- Research and collect preliminary data
- Solicit community and industry support
- Identify aligned programs, facilities, and equipment
- Start early and enlist internal resources and support
- Build a Dream Team

Draft a **one-page summary** to share with potential collaborators, stakeholders, local government, industry, and funding program staff

Identifying Funding

- Visit Community of Science (COS) **Pivot**, a multi-disciplinary searchable funding opportunities database representing over 40,000 private, federal, and international funding opportunities
- Grants.gov and other funder specific listservs
- CA Grants Portal, <https://www.grants.ca.gov/>
- Subscribe to the **OCG Blog**
- Bookmark the **OCG Funding Calendar**
- Seek out assistance with targeted searches



AFRI Foundational and Applied Science Program

Focuses on building a foundation of fundamental and applied knowledge in food and agricultural sciences critical for solving current and future societal challenges.

Supports grants in six priority areas:

- Plant health and production and plant products
- Animal health and production and animal products
- Food safety, nutrition, and health
- Bioenergy, natural resources, and environment
- Agriculture systems and technology
- Agriculture economics and rural communities

Pre-Production Phase

Build Collaborative Teams





Proposal Development Services is on your TEAM


- Planning and preparation of large and complex proposal efforts
- Guidance on responding to new/ emerging/changing funding opportunities and environments
- Project management and coordination across multiple organizations
- Proposal editing that emphasizes effective communication and responsiveness to the funder requirements
- Supporting document writing and editing (letter of support templates, collaboration plans, management plans)
- Budget development

Production Phase: A Deadline-Driven Collaborative Process

Develop the Application

Read the Request For Applications

- Incorporate the RFA into your intelligence gathering from the planning and development phase; leverage all aspects and seek clarity when there are questions
- Prepare a structural outline to guide content development and a requirements for supporting documents
- Incorporate section headings and sponsor specific key words and terms
- Use the review criteria as writing prompts



As you begin to write, remember to put yourself in the shoes of the **reviewer**.

Engage the entire team: this is a collaborative process

- Develop a scoping document to ensure agreement and alignment on vision, roles, approach, and budget before significant writing begins, seeking contributions and feedback from all
- Provide leadership while keeping team members actively engaged in the process by creating space for proposal co-development based on defined roles
- Encourage contributions, feedback, and creativity from all team members





Manage every aspect of the process

- Distribute assignments for writing, literature review, ongoing stakeholder engagement
- Agree upon set deadlines for working and near-final components
- Meet frequently to monitor progress, assess challenges, and manage constraints
- Coordinate file-sharing, storage, and manage multiple iterations of proposal components
- Determine go/ no-go milestones
- Submit in advance of the deadline

Finalize, Review, and Submit

- All proposals must be submitted to OCG prior to submission to the sponsor
- All projects require Grant Tracking System (GTS) record

FUNDING



Due **5 days** before the sponsor's deadline.

Submission Steps

Grant Tracking System (GTS)

Q UC ANR Grant Tracking System

Search...

- HOME
- YOUR PROPOSALS**
- ADMINISTRATION

Your Proposals

Create New Proposal

Enter the title of your project and click "Create New Proposal" to begin. Be sure to have your Scope of Work, Budget, the Funding Opportunity as well as any other applicable Subcontractor or Compliance Documents handy. Or to copy on the previous proposal below and on the Main Page Tab under Options/Utilities, click Copy Proposal.

Project Title *

▼ Your Grant Proposals in System (33)

10 records per page

#	Number	Proposal Title	Status	Effort	P.I.	Admin	Sponsor	Proposed Start	Proposed End
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What happens now?

OCG Compliance Review

- OCG will review the Budget/Justification, Compliance areas, and Terms and Conditions
- OCG will contact you by phone or email if we have questions or concerns
- We'll tell you when review is complete
- If electronic submission, be available!

Now...the suspense...then AWARD

In the interim...

- Seek out opportunities to serve on funding review panels.
- Continue to strategically apply for funding without submitting the same project plan to other federal agencies.
- Map your contingency plan outlining how will you proceed if the proposal is declined.
- Be prepared to activate your plans, if awarded. Are there project start-up considerations?
 - i. Prepare for IRB review and approval
 - ii. Continue to generate preliminary data
 - iii. Build on relationships with stakeholders



IN LOS ANGELES, EVERYONE'S A STAR

Thank
you!

Questions and Answers

- Are proposal development services available for any proposal? *It depends...*
- If I am staff, can I be a PI on a grant application? *It depends...*
- What indirect cost rate should I use? *It depends...*
- What if I think of questions later after this webinar? *Yes!*