PROPOSAL SUPPORT

WHAT WE HEAR

↗ Institutions seek to improve the quality and competitive-ness of their proposals.

↗ Consultation, editing, and writing support from an external expert can make all the difference in boosting submission quality.

↗ Converging deadlines and limited internal resources often create bottlenecks for proposal support, leaving some proposals neglected.

HANOVER'S APPROACH

PROPOSAL REVIEW

Critique of proposal content focused on compliance and alignment with the funding mechanism and improving grantsmanship aspects of the proposal.

PROPOSAL REVISION

Editing and revision of proposals for a polished final draft, with an eye toward funder compliance, grantsmanship, style/presentation, and overall competitiveness.

STRATEGIC CONSULTS

Consultation to ensure alignment with funding mechanism and to evaluate key concerns relating to project competitiveness.

HR | GRANTS

PROPOSAL REVISION

- ❏ Revision to address all areas where the proposal does not **comply with funder requirements**.

- ❏ **Editing** for spelling, grammar, and punctuation.

- ❏ Revision of content for **style and presentation**.

- ❏ Revision of formatting to match **best practice** and **funder preference**.

- ❏ Revision of the **structure** to improve **logical presentation** of material.

- ❏ Identification of material that should be supported with a citation.

- ❏ Confirmation that **tables and figures** are numbered correctly and appropriately placed.

- ❏ Identification of any **missing / needed content**.

- ❏ **Debrief** to review recommendations, proposed changes, and PI questions.
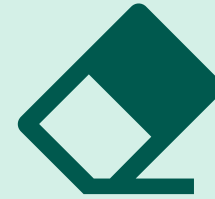
For Proposal Revision projects, Hanover provides a full edit and revision of the proposal with an eye toward compliance, quality, and grantsmanship.

PROPOSAL REVIEW-ONLY

WHAT'S INCLUDED:

- ❑ Identification of all areas where the proposal does not comply with **funder requirements** and guidelines, with explicit advice on how to comply.

- ❑ Prescriptive comments on areas of **grantsmanship** that can be improved, with supporting rationale.

- ❑ Review of **spelling, grammar, and punctuation**, highlighting recurring concerns across the draft.

- ❑ Consultative advice on **research or program design**, supporting data or literature, or other elements.

- ❑ Advice on obtaining feedback from a **PO, peer, or grants office**.

- ❑ **Debrief** to review recommendations, proposed changes, and PI questions.

For Proposal Review-only projects, Hanover provides margin comments and guidance with an eye toward compliance, quality, and grantsmanship.

PROPOSAL SUPPORT *OUR PROCESS*

GRANTS CONSULTANT
Expert on grant writing and funding mechanisms

CONTENT DIRECTOR
Project manager and team facilitator

SCOPING

- As needed, is available to consult with the PI in advance of the review.

- Evaluates needs of the PI and identifies best-fit Grants Consultant to support the proposal.
- Learns key questions and areas of concern from PI.

PROPOSAL REVIEW/ REVISION

- Provides a proposal review or revision depending on scope requested, with an eye toward funder compliance, quality, and grantsmanship.
- Provides margin comments and key recommendations for Proposal Reviews.
- Provides documents with tracked changes for Proposal Revisions.

- Delivers proposal review or revision documents to the PI or project team.

DEBRIEF

- Debriefs with the PI to review key recommendations and/or changes made to the proposal.
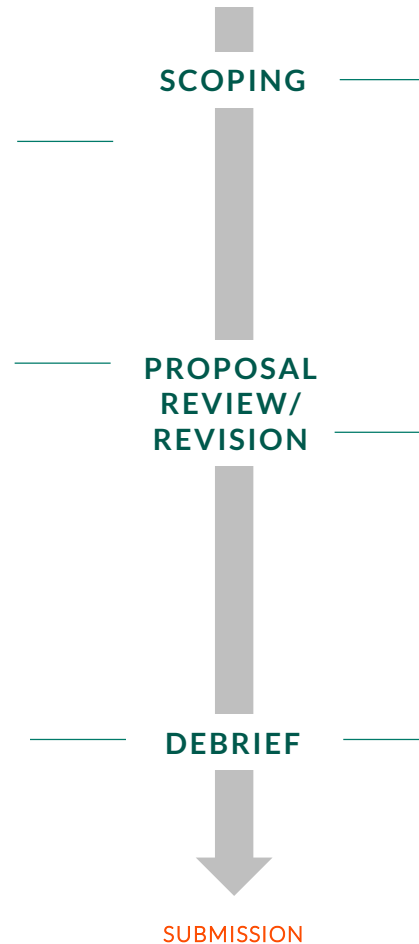- Addresses outstanding questions and comments from the PI.

- Coordinates and facilitates conference call with PI and the Grants Consultant.

SUBMISSION

The points you have expressed do not seem innovative. **It is not clear why the collaboration is innovative** since prior interventions have combined HIT and motivational interviewing. You will need to thoroughly review the literature (including the articles we have suggested) and identify exactly what sets your study apart from those that have been done. If you can only identify incremental innovation, it may not be a strong project for this type of funder. As for structure of this section, you want to have three parts. In the first paragraph you should cite previous similar interventions and explain how and why they are the "status quo". The second paragraph is your statement of innovation. This is where you will tell the reviewers exactly what makes your study a substantive departure from the status quo. For instance: "The proposed study is innovative because…" List the multiple innovations to conclude this statement. The third and last paragraph should describe the new horizons/future directions which will be possible because of your innovation. Keep this section to half a page or less.

You say you will develop and plan the intervention, but the list of activities only includes questionnaires and training of staff. It is also unclear as to how these activities will lead to information regarding feasibility and optimization? Are you conducting a pilot of the intervention to do this? Most often these grants are to test an existing intervention/material and you would want any pilot testing to likely be done prior to applying for funding through this mechanism.

While Aim 1 says "develop and implement" it looks like the aims under aim 2 are really the implementation work. I think Aim 1 should focus on training staff and potentially testing instruments if you are unable to do that prior to this grant. I would remove the "develop and implement" terminology from aim 1 and change it to focus on a pilot and staff training.