

### **Grant Readiness Assessment Tool**

**Instructions:** Answer each question with a yes or no answer. If you answer “yes” to most of these questions, you are likely well prepared to submit competitive grant applications. Your answers to this assessment can also give the Sponsored Programs Office guidance on how we can help you to prepare for upcoming grant applications.

Once you have filled out the assessment, the Sponsored Programs Office will be able to assist you to improve your grant readiness.

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#### **Idea**

- Are you passionate about your idea and willing to devote strategic-level time and energy (potentially years) working to get it funded?
  - Is your idea sufficiently distinct from that of your colleagues/mentor to enable you to establish an independent career?
  - Do you know what other scholars/clinicians/professionals are doing in your field and can you address how your work complements/differs from their work?
  - Is your project in an innovative, vigorous, and high-impact area?
  - Have you developed preliminary data that supports the feasibility of your idea?
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#### **Fit**

- Have you researched the strategic plans, roadmaps, and reports of the sponsor(s) to which you will submit your proposal?
  - Does your project advance your target sponsor or sponsors' goals and align with their mission(s)?
  - Have you researched the projects that have already been funded by your targeted sponsor(s)?
  - Is your project's approach/methodology distinct from previously funded projects?
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#### **Positioning**

- Have you identified and contacted the appropriate program officer(s) to discuss your idea and/or proposal?
  - Have you discussed your idea with colleagues who have been successful in obtaining funding from the target sponsor or who have served on review panels?
  - Does your proposal align with QMC's priorities and/or your department's priorities?
  - Have you considered serving as a proposal reviewer for your targeted sponsor(s)?
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#### **Resources & Institutional Support**

- Have you identified QMC resources to help you develop a competitive proposal?
- Do you have access to QMC information about environment, infrastructure, facilities, etc.?
- Do you have the resources required to conduct the proposed project (e.g. infrastructure, equipment, facilities, start-up funds, consultants, environment, administrative support)?

### **Principal Investigator Qualifications**

- Do you possess the necessary education, qualifications, training, and expertise the sponsor requires?
  - Are you up to date on the existing scholarship, literature, and best practices in your field?
  - Do the quantity and quality of your preliminary data indicate that the proposed project is likely to be successful?
  - Do you have a strong publication record within the last 5 years that supports your proposal?
  - Have you attended and/or presented at national conferences within your field?
  - Have you served on a grant review panel?
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### **Colleagues and Connections**

- Have you contacted PIs of funded projects to discuss grantwriting techniques and to request copies of their funded proposals and reviewers' comments?
  - Do you have connections to your former graduate advisor, postdoctoral advisor, or colleagues who could contribute technical expertise to your project?
  - Have you introduced yourself to well-funded, non-QMC colleagues in your field?
  - Have you identified reviewers that are able to positively critique your proposal prior to submission?
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### **Timing**

- Have you established a 3-5 year research/programmatic agenda that includes publishing and attending conferences in your field?
  - Is your proposal appropriate for this point in your career?
  - Does your proposal build upon your previous work, research, and/or clinical responsibilities?
  - Do you have enough time to write a proposal, collect the necessary preliminary data, and locate institutional information before the deadline?
  - Can you develop a nearly complete draft of your proposal early enough to allow 3-4 weeks for your colleagues to provide a critique?
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### **Attitude**

- Are you willing to find a colleague who will skewer and disagree with your proposal?
- Are you willing to develop a relationship with the sponsor's program officer(s)?
- Are you willing to view proposal rejection as a learning process and take reviewers' comments to heart?
- Will you ask your colleagues to read your reviewer comments and give you critical feedback if your proposal is rejected by the sponsor?
- Are you willing to revise your proposal and submit it multiple times to multiple agencies?