8:00 a.m. GENERAL PROPOSAL WRITING PRINCIPLES
   Introduction to the Seminar
   Grant proposal concepts
   The four requirements needed for success in any application
   Identifying an agency-relevant “critical need”
   What constitutes a good idea for a proposal?
   The need for commitment to the process
   The importance of good proposal writing skills
   NIH Grant Applications – similarities to many proposal formats

9:15 a.m. NIH ORGANIZATION AND STRUCTURE
   How to assess NIH funding priorities
   The importance of NIH Program Officers
   Different NIH funding mechanisms (R and K type applications)
   Tracking NIH funding trends/success rates
   Alternative sources of funding (Foundations)
   Discussion

10:20 a.m. MORNING BREAK

10:40 a.m. THE REVIEW PROCESS
   The concept of peer review
   Common assumptions about peer review
   The formal review process at NIH
   The importance of identifying your NIH reviewers
   Recommending or excluding reviewers
   Understanding exactly who your reviewers are
   Implicit vs. explicit review -Making your application “reviewer-friendly”
   NIH review and evaluation procedures
   Discussion

12:00 p.m. LUNCH BREAK

1:00 p.m. DEVELOPMENT OF NIH GRANT APPLICATIONS
   Review of grant application fundamentals
   How to write a compelling first page (NIH Specific Aims Page)
   K Award Background, Career Goals and Training Plan
   Discussion

2:50 p.m. AFTERNOON BREAK

3:10 p.m. How to write the Significance and Innovation Sections
   Writing the Approach (Work plan) section
   Applicant/Biographical Sketches and Environment Statements
   Budgets – general concepts of Modular Budgets
   Title and Narrative
   Description/Abstract/Project Summary
   Critical review of the completed proposal
   Discussion

4:45 p.m. Program Concludes