

## Grant Proposal Writing Tips

### **Tip 1: Make your Project's Goals Realistic and Clear**

- Make sure your specific aims are clear
- Be Realistic, not overly ambitious
- Be Explicit!

### **Tip 2: Be organized**

- Be specific and informative
- Make sure your application is as easy to read as possible
- Use headings and bulleted lists

### **Tip 3: Write in clear, concise language**

- Make your proposal a joy to read
- Keep sentences clear, simple, and as short as possible
- Avoid jargon
- Be consistent with terms, writing style, references

### **Tip 4: Remember Your Reviewers are your primary audience**

- Read (and reread) the Review criteria in the NOFO
- Emphasize the significance of the proposed project
- Include enough background for the reader to understand your project
- Use figures, tables, diagrams to summarize data and key, key concepts, project plan

### **Tip 5: Edit**

- Edit your application before submitting
- Avoid typos, misspellings, grammar errors, disorganization
- Be sure to follow instructions in the Application Guide re: formatting

### **Tip 6: Enlist Help**

- Ask peers, mentors, collaborators, experienced investigators for help

## **Characteristics of Outstanding Grant Applications**

- Strong Significance, addresses an important problem in public health
- IMPACT is high
- Investigators have a strong track record (well-qualified applicant, compelling publications related to the proposed project)
- Clear rationale for the project
- Relevant, supporting data
- Clear, focused approach
- Very organized organization
- Careful attention to details (i.e., lack of spelling, grammar, errors, etc.)

**Source:** NIH Grants Process Primer: Application to Award Webinar. November 14, 2024