

UTIA and Hanover Research – September 2019

UTIA AgResearch and the College of Veterinary Medicine have entered into an agreement with Hanover Research, a grant development and consulting firm to provide grant consultant services to UTIA faculty. The primary goal is to provide additional faculty resources to increase the success rate of extramurally funded competitive grant proposals. There is no cost-share requirement for the individual PI or his/her home department.

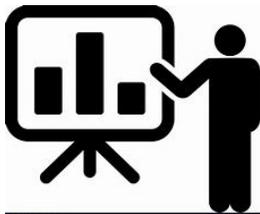
Hanover helps to strengthen competitive grant proposals to federal agencies as well as grants to private and non-profit foundations. Hanover Grants Consultants work with faculty by providing reviews that underscore key insights into targeted sponsor priorities and recommendations for grant proposal improvement. Our current agreement includes up to **10 proposal revision projects** to utilize on an as needed basis with a maximum of **two proposal revision projects ongoing simultaneously**.

Typical turnaround time for proposal revision projects is two to three weeks, depending on complexity, therefore it is imperative that you contact the Associate Deans* as soon as possible regarding the use of Hanover services for your grant proposal



What is included in a proposal revision?

A proposal revision includes up to **two** waves of support. As requested on a project-by-project basis, each wave can include: (1) margin comments on the narrative draft with recommendations surrounding alignment of the proposal to the grant opportunity's guidelines and funder's expectations; (2) a brief memo outlining high-level recommendations; (3) revision of narrative content for clarity and effective use of language; (4) editing of proposal content for punctuation and grammar; and (5) a debrief teleconference call with a Grants Consultant. [**Timeline: 2-3 weeks**]



Onsite Grantsmanship Training

Hanover will also provide a one-day customized grantsmanship training session to UTIA faculty on a date to be decided later this fiscal year. The training session will be delivered by a Hanover Grants Consultant, who will work closely with us prior to the onsite training to understand our audience, identify training topics, and develop appropriate presentation materials. We will be following up with UTIA faculty to identify potential dates for the training as well as additional topics to be covered.

Selection Process & Criteria for Hanover's Proposal Revision Services

Our agreement with Hanover allows for a maximum of two proposal revision projects concurrently at any given time, therefore we will have an internal approval process as well as a queue. Every effort will be made to accommodate all faculty requests, but due to this constraint, some projects may need to wait in the queue until an opening emerges in the pipeline. Given this, requests to participate in this program should be made as soon as possible using the [proposal request form](#) and sent to **Traci Stanley** (tstanle5@utk.edu).

We anticipate an increase in the demand for the use of the queues. As a result, the following criteria will be used to prioritize requests:

- Sponsor deadlines and current pipeline capacity
- Large (\$1 million or larger) interdisciplinary or multidisciplinary proposals. Proposals with smaller budgets may be considered under special circumstances.
- Proposals that are innovative, address significant issues within their major areas of interest, and have transformative potential
- Proposals that position UTIA to compete in emerging areas of significant research funding
- Faculty member's willingness to share proposal materials and honor agreed-upon deadlines

Once the proposal request form is received and evaluated, the faculty member(s) and appropriate Department head(s) will be notified regarding acceptance into the Hanover pipeline. If a request for a Hanover review cannot be accommodated, the associated deans will work with the PI(s) to determine if alternate resources can be directed at the project (e.g. orange team review).

How does Hanover work with each PI?

After a PI's project is accepted into the Hanover Research's pipeline, Hanover Research emails the PI to introduce the assigned grants consultant and first schedules a **project initiation conference call** prior to the start of work. Project initiation calls give the PI an opportunity to discuss specific areas of concern with the assigned grants consultant and to share reviewer feedback if a resubmission (if available). After Hanover releases its deliverables, the PI is afforded the opportunity for a **debrief conference call** to discuss Hanover's critique and to address any outstanding questions or concerns. Chris Gray (cgray@hanoverresearch.com) will be our Content Director and will manage all Hanover projects from start to finish.

What documents can I submit to Hanover?

Hanover focuses on narrative components of a research proposal. Faculty are welcome and encouraged to provide Hanover additional proposal components for context (e.g. literature review, needs assessment, budget, letters of support, facilities and resources, biosketches, resource sharing plan). For revisions, most faculty submit the abstract, specific aims, and research strategy. For a resubmission of a previously unfunded proposal, faculty should plan to submit a copy of their original proposal along with the summary statement.