

Writing a Successful Proposal

General Tips

- Is the project worth doing?
 - Will the project/product change the way orthopaedics is practiced?
 - Will the project/product advance orthopaedics?
- How will you do the project?
 - Develop a list of aims and research plan
- Share ideas with colleagues
 - Seek critical feedback – don't take criticism personally
- Make it easy for the reviewers – peer review is burdensome
 - Keep it short and simple
 - State key points and basic concepts directly – keep it as non-technical as possible (avoid jargon)
 - Keep it neat, easy to navigate, clearly written

Organization

- **Abstract** – succinctly describe every major aspect of the grant – what, why, and how?
 - Section will be read by all reviewers
 - Introduce research question and brief overview of background and significance
 - State specific aims
 - Briefly describe approach and/or methods
 - Highlight the significance
 - Should be written last
- **Specific aims** – what are you doing?
 - Describe long term goals
 - Pose the research question/reason for the project
 - Focus on aims with good supporting preliminary data and scientific expertise
- **Background and Significance** – Why are you doing it?
 - State the problem
 - What have others done in this field? – use citations
 - What will this project add to the field? Gaps in knowledge this project intends to fill
 - Why is this worth doing? How's it innovative?
- **Preliminary Studies and Results** – what you have already done and how it was done?
 - Describe recent studies relevant to proposed project that establishes capability and feasibility of accomplishing this work
- **Research Design and Methods** – How you plan to do the research, why you are doing this way, when and where you are doing it?
 - Design overview
 - Detailed description of the methods to be used
 - Describe new methodology to be used
 - Describe how results will be collected, analyzed, interpreted
 - Provide a work plan – projected task sequence and timetable

- **Budget Justification**
 - Describe duties of all personnel/consultants to be paid
 - Be specific, try to identify an individual
 - Justify any equipment needed – software, etc.
 - Detail and justify travel costs
 - Be realistic – padding or under-budgeting will be recognized

What the reviewers are looking for – see evaluation form

- **Significance** – does the study address an important problem?
- **Approach** – Are the conceptual or clinical framework, design, methods, and analysis adequately developed, well-reasoned, and appropriate to accomplishing the aims?
- **Innovation** – Is the project original, does the project advance orthopaedics?
- **Investigators** – Are the investigators appropriately trained to carry out the work?
- **Environment** – Does the proper equipment, collaborations, and subject populations exist to carry out the proposed work?
- **Budget Justifications**
- **Inclusion of Women, Minorities, and Children**

Be Careful, Be Persuasive, EDIT, EDIT again, Proofread.