

**RESEARCH GRANT WRITING TIPS**

Here are some simple suggestions that all researchers should take into consideration when preparing their next proposal.

**PLANNNING PHASE**

**WRITING PHASE**

**SUBMISSION PHASE**

* Be clear and concise
* Avoid using jargon and acronyms
* Keep your audience in mind
* Make the reviewer “happy”: stick to the format indicated by the agency
* Have your proposal reviewed by colleagues
* Allow for sufficient time for feedback from Colleagues, the Advisors, Research Development and the Research Grant Staff)
* Start early!
* Read the guidelines (and the Peer Review Manual if available)
* Look at sample applications

**REMINDER**

Avoid cutting and pasting sections from other/previous applications, in most cases, reviewers can spot it as the text does not flow the same.

Office of Research