Managing Your Research Career
Behavioral and Clinical Sciences

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UCSF Faculty Development Day
September 14, 2016

Outline

- Managing Time
- Building a research portfolio
- Obtaining funding
- Writing papers

Time is your most valuable resource

- Always more to do than time available
- No one else will protect your time
- Time spent on one thing
  = time <u>not</u> spent on another
- Think about whether you would want to do this tomorrow (not in the distant future)
- Remember: you will feel just as busy later

Managing Time

	Important	Not Important
Urgent	A	B
Not Urgent	C	D

Managing Time

	Important	Not Important
Urgent	A	B
Not Urgent	C	D

Some Time Management Strategies

- Hire help whenever possible

- Delegate tasks as much as possible

- Set time aside for writing

- Set blocks of time to think

- Turn off email and minimize other distractions

- Negotiate with Chair for protected time

- Decide on % time devoted to research, teaching, clinical practice, administration

Panelist Tips
on Time Management

Outline

- Managing Time

- **Building a research portfolio**

- Obtaining funding

- Writing papers

Building a Research Portfolio

- Establish yourself in your Department

- Create realistic 5 year plan that builds on itself

   - Some ideas not fundable (reasons other than science)

- Great when one grant can provide pilot data for the next

- Identify strong mentors diverse in discipline and expertise

- Co-Investigators and collaborators in/outside UCSF

- Community partnerships

- Industry collaborations and partnerships

Building a Research Portfolio cont.

- Labor – Talent Selection & Acquisition
  - Research assistants (hire carefully)
  - Pre-doctoral students (medical/dental/nursing/pharmacy/grad)
  - Post-doctoral fellows
  - Volunteers (foreign, undergrad, pre-med, SFSU, USF, UCB)

- CTSI resources (http://accelerate.ucsf.edu/)
  - Find mentors, collaborators
  - Research consulting and other services, access to databases
  - Partnerships with community, industry

UCSF Accelerate

Access CTSI services to enable research

⬛ Powered by CTSI

| Home ▾ | Conducting Research ▾ | Training ▾ | Funding ▾ | For Community Partners ▾ |

ⓘ Resource Finder

e.g., data analysis, K award 🔍

Research Consultation »
Get help with Biostatistics, Study Design, Data Management & more

Clinical Research »
Services include Nursing, Sample Processing, Recruitment & more

Training Opportunities »
Develop your clinical & translational research skills

How To...
Write a Grant Proposal
Work with Community
Work with Industry
Work with Large Datasets
And more »

Important Dates
JUL 9 DARPA Funding Opportunities in Bio+Tech
JUL 21 Mentoring for Success Training Program Orientation
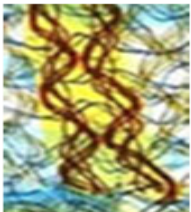See more events & deadlines »

Ask Us
Get your questions answered!

Courtney McFall
Research Navigator

CONTACT US

Featured CTSI Service

Bioinformatics Data Analysis Consultation Service
Get advice and assistance with analysis for data deriving from genomics, proteomics, microarrays, sequence and other high throughput biotechnologies, as well as general biological data mining.

Other Essential Resources
🔍 UCSF Cores Search
👤 UCSF Profiles
○ UCSF Open Proposals
RAP Research Allocation Program (RAP)
⚙ Clinical Research Resource HUB

UCSF Accelerate

Access CTSI services to enable research

Powered by CTSI

| Home ▾ | Conducting Research ▾ | Training ▾ | Funding ▾ | For Community Partners ▾ | Search this Site 🔍 |

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Get Res

> Consul
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Conduc

> Clinical
> Recruit
> Data Safety Monitoring Minor Library
> Sample Size Calculators
> Maximizing Email Survey Response Rates
> Additional Clinical Research Resources

Find & Collaborate with Experts
> Collaboration Resources

Conducting Research dropdown menu:
- Overview
- Request A Consultation
- Clinical Research Services
- Work With Community
- Informatics Resources
- Comparative Effectiveness Research (CER) Resources
- Work With Large Datasets
- Digital Health Resources
- Ask A Question

UCSF and affiliated institutions

Work with Data & Technology
> Informatics Resources
> Comparative Effectiveness Research (CER) Resources
> Work with Large Datasets
> Large Dataset Inventory
> Digital Health Resources

Engage with Research Partners
> Work with Community
> Work with Industry FAQ
> Preclinical CRO Vendor Program
> Catalyst Awards

Additional Resources

Clinical Research Resource HUB

Office of Research

Office of Sponsored Research

Committee on Human Research (CHR)

Library and Center for Knowledge Management

Gartner Research Portal

Other Essential Resources

🔍 UCSF Cores Search

👤 UCSF Profiles

⭕ UCSF Open Proposals

RAP Research Allocation Program (RAP)

⚙ Clinical Research Resource HUB

Home »

Conducting Research

Resources available to all researchers at UCSF and affiliated institutions

Get Research Advice
> Consultation Services
> Talk to a Research Navigator

Conduct Clinical Studies
> Clinical Research Services
> Recruitment Services
> Data Safety Monitoring Protocol Library
> Sample Size Calculators
> Maximizing Email Survey Response Rates
> Additional Clinical Research Resources

Work with Data & Technology
> Informatics Resources
> Work with Large Datasets
> Digital Health Resources
> Preclinical CRO Vendor Program

Engage with Research Partners
> Work with Community
> Work with Industry FAQ
> Catalyst Awards

Conduct Comparative Effectiveness Research (CER)
> CER Resources
> Large Dataset Inventory

Find & Collaborate with Experts
> Collaboration Resources
> Global Research Projects

Additional Resources
Clinical Research Resource HUB
Office of Research
Research Investigator Handbook
Office of Sponsored Research
Committee on Human Research (CHR)
Library and Center for Knowledge Management

Other Essential Resources
🔍 UCSF Cores Search
👤 UCSF Profiles
⭘ UCSF Open Proposals
RAP Research Allocation Program (RAP)
⚙ Clinical Research Resource HUB

Home » Conducting Research »

Request Consultations to Help with Your

Notice: Consultation Services Rate Changes

Please note that CTSI Consultation Services is expecting hourly rate changes in Fiscal Year 2017. We will continue to subsidize the free initial consultation hour, which we feel is important for allowing all campus members access to at least some support and advice. We will publicize our new rates once they have been agreed upon and approved by the University. If you have any questions, please contact us ✉.

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General Consultation Services

Bioinformatics Data Analysis	Details ▾	Request Consultation
Biostatistics	Details ▾	Request Consultation
Data Management	Details ▾	Request Consultation
Recruitment Services	Details ▾	Request Consultation
Study Design and Implementation	Details ▾	Request Consultation

Specialized Consultation Services

Biobehavioral Measurement	Details ▾	Request Consultation
ClinicalTrials.gov	Details ▾	Request Consultation
∗ Collaborating with Kaiser Researchers	Details ▾	Request Collaboration with Kaiser
∗ Collaborating with UCSF Researchers	Details ▾	Request Consultation
∗ Community-Engaged Research	Details ▾	Request Consultation

Grant Writing Help

Applying to PCORI?

Get up to 6 hours of free consultation to develop proposals for Patient Centered Outcomes Research Institute (PCORI) funding

Applying for K awards?

Get up to 15 hours of free consultation on biostatistics, ethics, design or data management — Learn more about the K Trial or request a Study Design consultation to participate

K Proposal Library — learn from successful UCSF grant applications and reviews

The Self-Help Shelf

Sample Size Calculators

Randomization Tools

Data Safety Monitoring Protocol Library

7 Keys to Maximizing Email Survey Response Rates

Recruitment Resources Tip Sheet

seven clinical sites across San Francisco and Oakland that provide an array of adult and pediatric services and translate promising clinical research ideas into successful protocols.

> **Guidelines & Application Process**

> Questions? Please email Eunice Stephens ✉ or call 415-830-2369.

Clinical Research Services & Facilities

Click on the facility name or service of interest below for more information.

	Zuckerberg San Francisco General Hospital	UCSF Parnassus	Mount Zion Hospital	Benioff Hospital Pediatrics & NCRC	Mission Bay Clinical Lab	CHORI Children's Hospital Pediatrics & Adults	Veterans Affairs Medical Center
Inpatient Services	✓	✓		✓			
Outpatient Services	✓	✓		✓		✓	✓
Nursing Services	✓	✓		✓		✓	✓
Phlebotomy	✓	✓		✓	✓	✓	✓
Sample Processing	✓	✓	✓	✓		✓	✓
Body Composition & Exercise		✓					
Newborn Intensive Care				✓			

Note: the Neurodevelopment Testing service is temporarily unavailable, and the Bionutrition service has been discontinued.

Work with Large Datasets

Use Large Datasets, Available at No Cost

Available Datasets

- American Hospital Association annual survey
- Area Resource Files
- National Inpatient Sample
- Kids' Inpatient Database (KID)
- National Emergency Department Sample (NEDS)
- selected State Inpatient Databases (SID)
- selected State Emergency Department Databases (SEDD)
- Death Master File

Data Use Process: Simple application process and a secure remote data environment

Find Large Datasets

- The Large Dataset Inventory helps scientists find the best datasets for your project.
- Information on **80+ local and national health datasets** searchable by population, time frame, study design, unit of observation.

How to Use Large Datasets in Research

- Find facts and figures for your proposal, manuscript, and presentation background.
- Learn more about using Online Browsable Datasets

Consultation Services

UCSF faculty and senior staff provide advice in:

- Study design/conceptualization
- Addressing common methodological issues in analysis of observational data
- Data dataset selection

Home »

Training & Advance

**Designed to train UCSF's new ge
researchers**

Overview

UCSF Opportunities Matrix

CTSI Online Education

Training In Implementation Science

Mentor Development Course

Clinical & Translational Research Fellowship Program

Faculty Opportunities

Resident Opportunities

Trainee Opportunities

Get an Overview

> UCSF Training & Advancement Opportunities Matrix
> Career Advancement Library
> Training in Clinical Research (TICR) Program
> CTSI Online Education Curriculum

n Science

esearch

or Faculty

For Trainees

> Clinical and Translational Research Fellowship Program (CTRFP)
> Catalyst Awards Internship Program
> Clinical Research Services Training

linical

Mentoring

> Junior Faculty Mentoring Program
> Mentor Development Program
> Mentor Development Online Course

Grant Writing Training

Additional Resources

Office of Career & Professional Development

Nurturing Diversity at UCSF

School of Medicine Faculty Development

Entrepreneurship Center

Graduate Programs and Degrees

Mini Medical School

TIP-TOP: Teaching Observation Program

Epidemiology Seminars

Professional Success Skills

UCSF Featured Academic Events

Training & Advancement

Designed to train UCSF's new generation of clinical and translational researchers

Get an Overview

> UCSF Training & Advancement Opportunities Matrix
> Career Advancement Library
> Training in Clinical Research (TICR) Program
> CTSI Online Education Curriculum

For Trainees

> Clinical and Translational Research Fellowship Program (CTRFP)
> Precision Health Science TL1 Postdoctoral Fellowship (PRESCIENT)
> Catalyst Awards Internship Program
> Designing Clinical Research for Clinical Trainees (DCR-CT)
> Pre-Health Undergraduate Program (PUP)
> Opportunities Designed for Trainees

For Residents

> Designing Clinical Research for Clinical Trainees (DCR-CT)
> Catalyst Internship Program
> Opportunities Designed for Residents

For Faculty

> K Scholars Program
> KL2 Scholars Program
> Mentor Training Program
> Training in Implementation Science
> Responsible Conduct of Research (RCR) Online Course
> Opportunities Designed for Faculty

Grant Writing Training

> Writing NIH Mentored K Award Applications
> How to Write a PCORI Grant
> K Proposal Library (K08, K23, K24, K99)
> T32 Proposal Library
> Data Safety Monitoring Protocol Library
> All Grant Writing Resources

Additional Resources

Office of Career & Professional Development

Nurturing Diversity at UCSF

School of Medicine Faculty Development

Entrepreneurship Center

Graduate Programs and Degrees

Mini Medical School

TIP-TOP: Teaching Observation Program

Epidemiology & Biostatistics Seminars

UCSF Featured Academic Events

UCSF Calendar Academic Events

Search this Site 🔍

Home »

For Community Partners

Overview

Linkage Service

Training For Community Members

Collaborative Research Network

Working With Researchers

Services, resources and training that develop and s...
between UCSF and community partners

Questions? Ask a
Research Navigator

Find and Work with Researchers

> Linkage Service in Community Engagement & Health Policy

> Working with Researchers: Guides and Resources Manuals

> Community Engagement & Health Policy Consultation Service

> SF HIP

Build Practice-Based Research Partnerships

> San Francisco Bay Area Collaborative Research Network (SF Bay CRN)

> Practice-Based Research Design and Recruitment (SF Bay CRN) Consultation Service

Get Training Designed for Community Agencies

> Research & Evaluation Training for

Community Engagement & Health Policy on Twitter
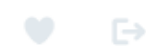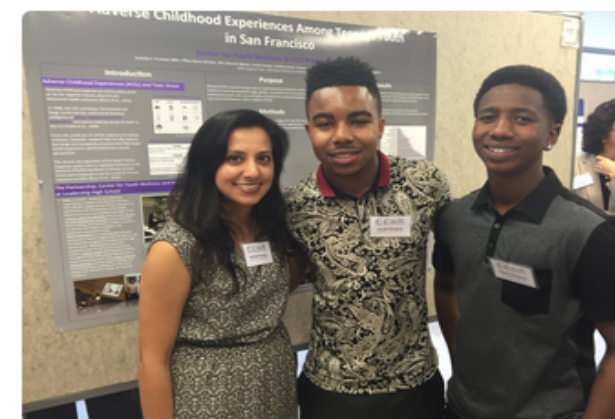
Tweets by @CE_HPatCTSI

🔁 CE and HP UCSF CTSI Retweeted

CYW
@CYWSanFrancisco

Proud of Leadership High School teens for presenting research on #ToxicStress at #advancingcenr in DC last week.

30 Aug

...Involved

...e San Francisco Bay Area Collaborative Research Network (CRN) of local community clinicians

Follow us on Twitter

Contact us to suggest a resource, pose a research question, or request information on research findings ✉

UCSF Organizations that Foster Community Engagement

CTSI's Community Engagement & Health Policy Program (CE&HP)

UCSF Collaborative Research Network

Community Academic Research Training Alliance (CARTA)

Medical Effectiveness Research Center (MERC)

University Community Partnerships

http://hub.ucsf.edu/

Clinical Research Resource *HUB*

tools, templates, guidance and go-to ...

The *HUB* provides a single portal to resources, expertise, and best practices for investigators, study staff, participants and partners/affiliates.

Click Below to Get Started!

Investigators → **Study Staff** → **Participants** → **Partners & Affiliates** →

STAGES OF RESEARCH

- Design Study
- Set Up Study
- Conduct Study
- Close Out Study

TRIAL MANAGEMENT

- Consent Development
- Coverage Analysis & Budget
- Data & Safety Monitoring
- Data Management
- Feasibility Guidance
- Protocol Development
- Recruitment Strategy
- Regulatory Binder
- Safety Reporting
- Study Management

REGULATORY

- 21 CFR Part 11 Compliance
- ClinicalTrials.Gov
- FDA & OHRP Inspections
- FDA Alerts

WHO YOU ARE

- Investigators
- Study Staff
- Participants
- Partners & Affiliates

TRAINING

- APex / STOR / UCare
- Clinical Research Coordinators
- Good Clinical Practice
- Human Subjects
- iRIS / CHR
- Investigator Resources
- OnCore
- Safety Courses

UCSF QUICK REFERENCE

- About the HUB
- Contracts and Grants
- Cores Search
- Ethics & Compliance
- Glossaries

Resources for Investigators

PRE-STUDY

Conflict of Interest
Consent Development
Funding Opportunities
iMedRIS / CHR
Investigator Resources
Protocol Development
Feasibility & Review
Trial Budgeting
Working with Industry
Working with Community

REGULATORY

ClinicalTrials.Gov
Data & Safety Monitoring
IDE Development
IND Development
Regulatory Binder
Site Inspections

STUDY MANAGEMENT

Data Management
Good Clinical Practice
Quality Management
Budgeting & Billing
APeX
Specimen Management
Study Management Tools
SOPs

Panelist Tips
on Building Research Portfolio

Outline

- Managing Time
- Building a research portfolio
- Obtaining funding
- Writing papers

Rigorously peer-reviewed grants demonstrate investigator independence and recognition

1. US government research grants (NIH, DOD, VA)
2. Foundation or society grants (e.g., American Cancer Society, American Heart Association)
3. Investigator-initiated research funded by industry
4. Industry-sponsored research funded by industry

Funding is hard to get, diversify your portfolio, apply to non-NIH sources too
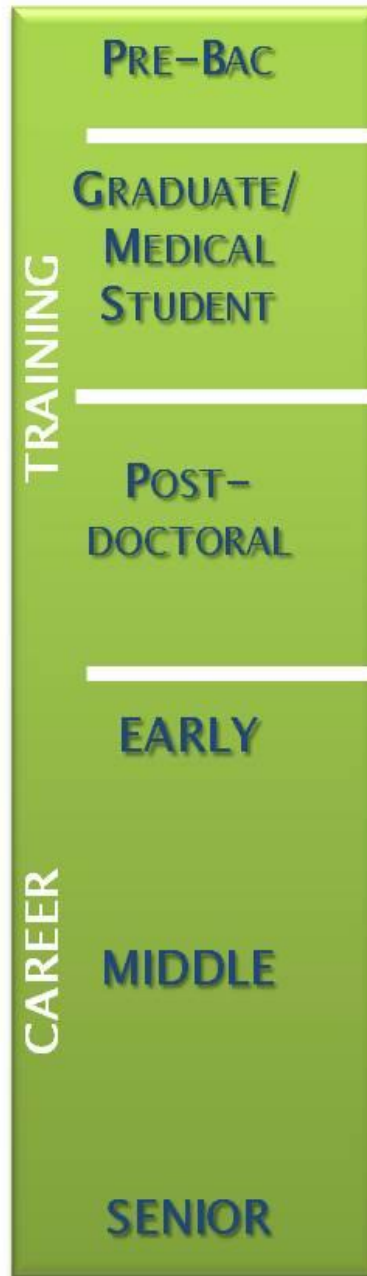
NIH Grants

(National Institutes of Health)

Pre-Bac → Institutional Training Grant (T34)

Graduate/Medical Student → Institutional Training Grant (T32)

Individual NRSA Fellowship (F31, F30)

Post-Doctoral → Institutional Training Grant (T32)
Individual NRSA Fellowship (F32)

Early → Pathway to Independence Award (K99/R00)
Mentored Research Scientist Development Award (K01)
Mentored Clinical Scientist Development Award (K08)
Mentored Patient-Oriented RCDA (K23)
Mentored Quantitative RCDA (K25)

Small Grant (R03)

Exploratory / Developmental Grant (R21)

Research Project Grant (R01)

Middle → Independent Scientist Award (K02)

Midcareer Investigator Award in Patient-Oriented Research (K24)

Senior → Senior Scientist Award (K05)

Graphic represents a small sample of NIH funding mechanisms available.

Home »

Funding

Grants and resources available to all resear~~ch~~ institutions

Clinical & Translational Research Funding

Intramural
> CTSI-Sponsored RAP Funding
> Catalyst Awards for the Development of Diagnostics, Devices, Therapeutics and Digital Health
> UCSF Open Proposals

Extramural
> Early Translational Research Funding
> Comparative Effectiveness Research Funding
> Informatics Funding

Career Development Awards

Intramural and Extramural
> Career Development Awards
> NIH Research Supplements to Promote Diversity in Health-Related Research

Funding menu (dropdown)
Overview
CTSI-Sponsored RAP Funding
Catalyst Award
Grant Writing Guidance
K Proposal Library
T32 Proposal Library
Faculty Career Development Awards
Postdoctoral Funding
Resident Funding

~~Precision Health Science~~
Postdoctoral Fellowship (PRESCIENT)
> NIH Research Supplements to Promote Diversity in Health-Related Research

Intramural and Extramural
> Postdoctoral Fellowships

Grant Writing Guidance
> Writing NIH Mentored K Award Applications
> How to Write a PCORI Grant
> K Proposal Library (K08, K23, K24, K99)
> T32 Proposal Library
> Diversity Supplement Proposal Library
> Data Safety Monitoring Protocol Library
> PCORI Proposal Library
> All Grant Writing Resources

❓ Questions? Ask a Research Navigator

Additional Resources

Pivot Funding Opportunities (extramural)

Resource Allocation Program (RAP) (intramural)

Limited Submission Opportunities (LSOs)

Office of Sponsored Research: Find Funding Opportunities

Office of Sponsored Research: Resources

Office of Sponsored Research: News

Research Administration Glossary

Find Office Responsible for various types of awards

Career Development Grants

- UCSF programs: KL2 Career Development Awards and more at
  http://accelerate.ucsf.edu/funding

- NIH (K awards, Minority or R01 Supplements)

- VA Research & Development: http://www.research.va.gov/funding/

- Foundations: http://foundationcenter.org; http://www.cof.org/

- Societies: usually disease-specific

- Industry: (for example:
  http://www.pfizer.com/research/rd_partnering/investigator_initiated_research)

Faculty Career Development Awards

⬇ On this page : Resource Allocation Program (RAP)
: UCSF Institutional Career Development Awards (K12)
: NIH Faculty Career Development Awards
: Other Career Development Awards

UCSF Resource Allocation Program (RAP)

The **Resource Allocation Program (RAP)** provides a variety of UCSF funding opportunities, including these sponsored by **CTSI Pilot Awards**:

- **Under-Represented Faculty in Clinical and Translational Research Awards** These awards aim to encourage fellows and junior faculty from economically or educationally disadvantaged backgrounds to remain in academia.
- **Family Support Award** Funding to fill a gap in support for junior faculty with significant family caregiving responsibilities by providing funding for supplemental research support.
- See all RAP Career Development Awards

UCSF Institutional Career Development Awards (K12)

CTSI KL2 Clinical Research Career Development Awards. Faculty Scholars are chosen each year to pursue clinical and translational research projects for 3-5 years with training and mentoring. The program includes a master's degree in clinical research for those who do not have such training, a supportive environment, modest financial resources, and access to core faculty who provide expertise and guidance in research design, measurement and questionnaire design, study coordination, data management, biostatistical analysis, and scientific writing.

AHRQ K12 PARTNERS Program. PARTNERS (**P**ATIENT CENTERED OUTCOMES RESEARCH: **A**pplied **R**esearch Tra**N**sforming **E**ngaged **R**eal-world **S**ystems) is a collaboration between

See also...

Office of Sponsored Research:

Funding Resources

News & Notices

Limited Submission Applications

Apply for funds!

RAP
RESOURCE ALLOCATION PROGRAM

Learn More & Apply
Next Application Deadline:
September 19, 2016, 2pm

Apply for intramural funding via the UCSF umbrella organization: Resource Allocation Program (RAP)

Home » Funding »

Grant Writing Guidance

http://accelerate.ucsf.edu/funding/grant-writing-guidance

⬇ On this page : Proposal Libraries
: Resources for NIH Career Development Awards (K Grants)
: Resources for NIH Diversity Supplement Awards : Courses
: Consultation Services : Current UCSF Awards
: Additional UCSF Resources

Maximize your chances of being funded by learning from grant writing experts.

Proposal Libraries

Learn by example: view examples of successful UCSF proposals generously provided by members of the UCSF community (UCSF access only).

- K Proposal Library
  Successful proposals for mentored K awards (K01, K02, K08, K23 and K99) and mid-career K awards (K24), as well as sample letters of support.
- T32 Proposal Library
  Successful T32 applications, table and text exemplars, application instructions, and more.
- Diversity Supplement Proposal Library
  Successful proposals for NIH Research Supplements to Promote Diversity in Health-
  Related Research Awards. Additional resources.

Tell Us What You Think

★★★★☆

Explore and rate our libraries of successful proposals

The Self-Help Shelf

Sample Size Calculators

Randomization Tools

Recruitment Resources Tip Sheet

UC ReX: identify potential research study cohorts across UC's five medical centers

Data Safety Monitoring Protocol Library

7 Keys to Maximizing Email Survey Response Rates

Research grants

- UCSF intramural grants – http://rap.ucsf.edu/grants/
- UC Office of the President Research Funding Programs www.ucop.edu/research-grants-program/
- National Institutes of Health (NIH)
- Patient-Centered Outcomes Research Institute (PCORI)
- Agency for Health-Care Research and Quality (AHRQ)

Research grants cont.

- Health Resources and Services Administration (HRSA) http://www.hrsa.gov/grants/index.html

- National Science Foundation (http://www.nsf.gov/)

- DOD http://cdmrp.army.mil/funding/reftable.shtml

- Industry (Investigator-Initiated Research programs)

- TRDRP (Tobacco-Related Disease Research Program) http://www.trdrp.org/

Office of Sponsored Research
http://osr.ucsf.edu/

General Funding Resources

- PIVOT – http://pivot.cos.com/) from UCSF OSR website, sign-up for training or set-up free automated search

- UCSF RDO Limited Submission Pgm

- Foundations – www.fdncenter.org; www.cof.org

- Federal government opportunities – www.grants.gov

- Grantmakers in health – www.gih.org

- Grateful patients (via development office)

PIVOT Funding Database

UCSF Office of Sponsored Research

Build Collaborations   **Find Funding Opportunities**   **Develop a Proposal**   **Set Up an Award**   **Manage an Award**   **Services**   **Resources**   👤 **Find Support**

Intramural Funding
- Resource Allocation Program (RAP)

Extramural Funding
- Limited Submission Program
- Crowdfunding
- Pivot Training

Find Funding Opportunities

...ding Opportunities

...are   🖨 Print

Intramural Funding

Resource Alloc...
Program (RAP)

Extramural Funding

Limited Submission Program

Crowdfunding

Pivot Training

Related FAQs

» Where are the forms I need?
» How do I submit a subcontract request?

Related News

Pivot Training: Pivot allows researchers to search funding opportunities, save results, set automated funding alerts, and identify potential collaborators. The Research Development Office (RDO), in collaboration with the Library, is pleased to offer monthly Pivot trainings. The RDO will provide trainings for faculty and staff, and the library will provide trainings for post-docs and students. Go to Extramural Funding tab below for more information.

▶ Intramural Funding

▼ Extramural Funding

Resource Allocation Program

Limited Submission Program

Team Science for Research Innovation Program

Large Grant Development Program

Lim... ...rogram (LSP)

🖨 P...

The **LSP** is responsible for the management of limited submission opportunities (LSOs). LSOs are extramural funding opportunities that either limit the number of applications UCSF may put forward to a given sponsor or require some other kind of internal coordination (e.g., to eliminate unnecessary duplication of instrument requests). The LSP is responsible for the dissemination, solicitation and selection of proposals for such limited submission funding opportunities at UCSF.

Calendar of Recurring LSOs

Opportunities noted in the table linked above are *typically* offered the same time each year. Please note that both availability and eligibility requirements noted are approximate, and subject to change.

Current LSOs

Greenwall Foundation Scholars Program

Other extremely useful grant-writing resources

- **https://researchtraining.nih.gov/programs/career-development**

- **http://www.niaid.nih.gov/researchfunding/Pages/default.aspx**

- **http://grants.nih.gov/grants/grant_basics.htm**

- **http://grants.nih.gov/grants/grant_tips.htm**

- **http://grants.nih.gov/grants/oer.htm**

- **http://grants.nih.gov/grants/sitemap.htm**

- **http://grants.nih.gov/grants/useful_links.htm**

- **http://grants.nih.gov/grants/guide/listserv.htm**

Grants administration

Pre-award

- Budgeting
- Letters of support
- Paperwork/signatures
- Biosketches and other support pages
- Uploading documents
- Internal deadlines

Post-award

- Hiring and purchasing
- Budget projections
- Progress reports
- Agency correspondence

Obtaining IRB Approval

- Committee on Human Research: www.research.ucsf.edu/chr/index.asp

- Call CHR 415-476-1814 for planning and advice

- Expedited Review vs. Full Committee Review

- UCSF/CITI Human Subjects Protection Basic Course

- Allow 4-10 weeks for approval

- ZSFG and VA require additional approvals

Panelist Tips
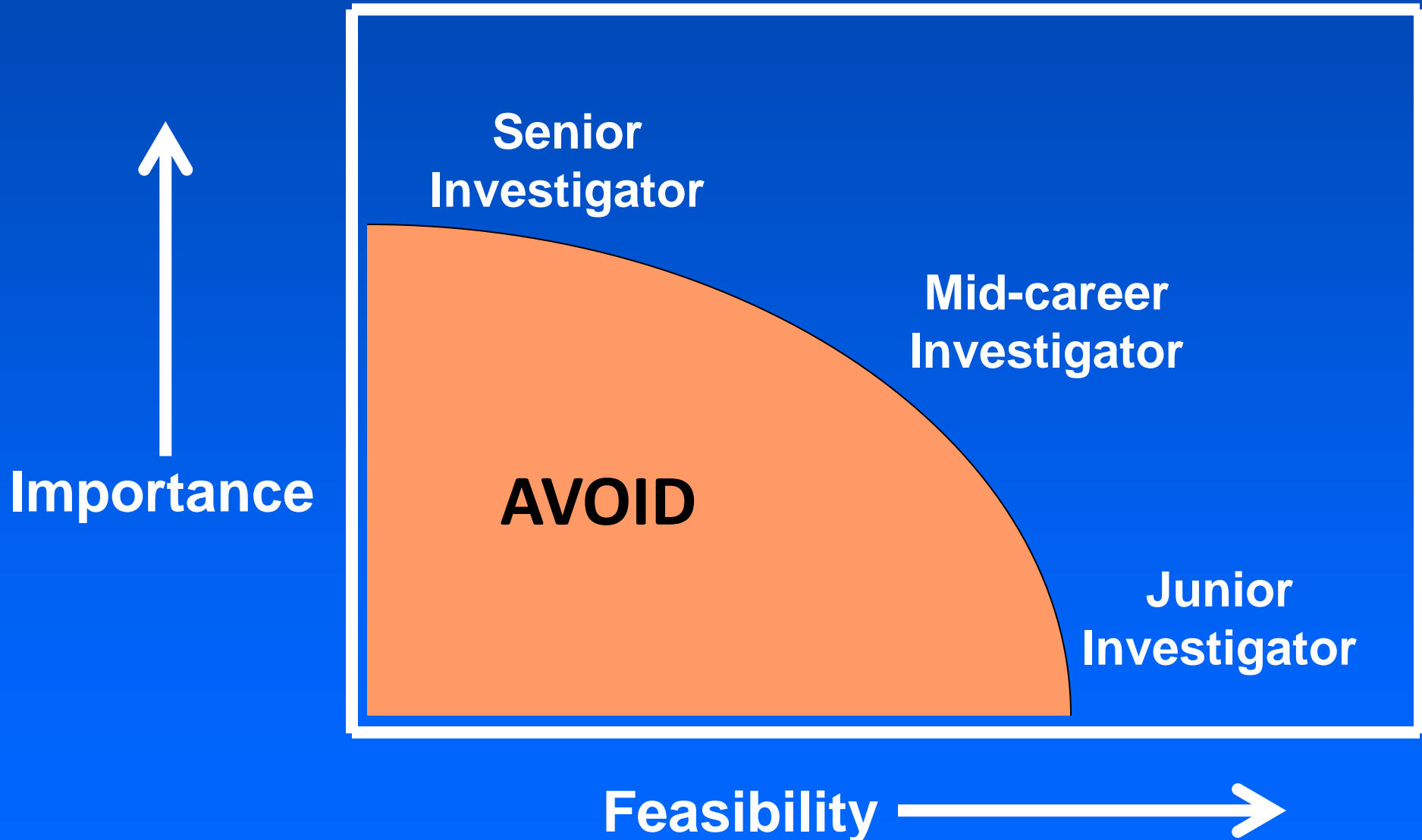# on Obtaining Research Funding

Outline

- Managing Time

- Building a research portfolio

- Obtaining funding

- Writing papers

Writing Papers

- Carve out writing days, times and even places

- Make weekly/monthly writing goals & calendar

- Shed perfectionistic tendencies

- Collaborate with peers, postdoctoral fellows, students

- Diversify projects: low-risk and high-risk

- Carefully choose research topics

Carefully Choose Research Topics

Authorship (order of importance*)

1. First author
2. Last author (senior)
3. Second author
4. Penultimate author
5. Middle authors

* Relative to field and series, merit and promotion

Clarify up front, preferably in writing

International Committee of Medical Journal Editors' website "Who is an author?" which lists roles and responsibilities of authorship
http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html

Authorship Criteria

1. Substantial contributions to conception or design; or acquisition, analysis, or interpretation of data; AND

2. Draft paper or revise it critically for important intellectual content; AND

3. Final approval of version to be published; AND

4. Agreement to be accountable for all aspects of the work; ensure questions related to accuracy/integrity are appropriately investigated and resolved.

Authors should be accountable for their work, identify contributions of co-authors, and have confidence in everyone's integrity.

Q & A

Tidbits on Writing

- Discuss authorship and corresponding author early, send email to confirm but authorship can change if someone does not do their share.

- Drafts are drafts; they can be rough when shown to colleagues for input (avoid perfection timesink)

- Set time aside for writing

- Different methods to help a trainee write a paper depends on trainee

  - Prep an outline

  - Prep a timeline

  - Have them write specific sections

  - Have them prepare an Abstract

  - Have them give a presentation of the work for the proposed paper

  - Sketch out figures and tables

Tidbits on Writing cont.

- Prepare figures and tables at manuscript quality as you're going along

- As PI, set the specs for figures and data presentation in the lab – what software package, what style, what colors for controls vs. samples

- Review target journal's format and guidelines for manuscript preparation

- Take Mimi Zeiger writing courses on campus

Tidbits on Grants and Funding

- Diversify your funding portfolio

- Remember that grants need to be tailored to an agency and to the RFA/FOA; this means that it is a bit of a marketing piece.

- Be careful when considering hiring new people too soon, using small grant awards

- Sign up for training to use the Pivot funding opportunity database search tool (through RDO)

- Innovation & Technology Alliance (ITA) offers workshops on entrepreneurship; QB3 and CTSI also offer resources to help with understanding the business aspects