

GRANT WRITING CLUB | 2020-2021

Grant Writing Club is designed for first-year fellows. This club teaches the fundamentals of grant writing, including learning about all of the components of the grant submission, with a particular eye towards the [Maternal & Child Health Research Institute \(MCHRI\)](#). The club culminates with participants submitting a completed MCHRI grant in February. Additionally, postdocs are welcome to participate in preparation for submitting a grant in March. The club is highly interactive and includes homework to keep participants on track.

GENERAL SESSIONS

The general sessions will walk trainees through writing each part of the MCHRI grant. [All sessions will be held on Zoom](#). Below please find the dates, topics, and assignments for each session.

Date & Time	Topics	Homework & Due Dates
Monday, November 2 12:00PM – 1:30PM	<ul style="list-style-type: none"> Review MCHRI requirements Discuss aims Finalize biosketch that was started in Scholarship Academy 	Due Wednesday, November 11 <ul style="list-style-type: none"> Write aims and email to Box folder Aims_fo.5grp840egj5g49ie@u.box.com Get LOR requests started Finalize biosketch Review MCHRI website Sign-up for Mock Review
Monday, November 16 12:00PM – 1:30PM	<ul style="list-style-type: none"> Review aims Beginning your MCHRI application Discuss research plan 	Due Wednesday, November 25 <ul style="list-style-type: none"> Write research plan and email to Box folder Researc.fybbsqsaqhkfjfb@u.box.com
Monday, November 30 12:00PM – 1:30PM	<ul style="list-style-type: none"> Review research plan Discuss personal statement 	Due Tuesday, December 1 <ul style="list-style-type: none"> Write personal statement and email to Box folder Persona.v82q6eexlqzylimu@u.box.com
Wednesday, December 2 12:00PM – 1:30PM	<ul style="list-style-type: none"> Review personal statement Discuss mentoring plan 	Due Monday, December 7 <ul style="list-style-type: none"> Write mentoring plan and email to Box folder Mentori.b2pans4hl4vexl3b@u.box.com
Wednesday, December 9 12:00PM – 1:30PM	<ul style="list-style-type: none"> Review mentoring plan Address remaining issues/questions about any section of the grant 	Due Monday, January 4 <ul style="list-style-type: none"> Email a draft of your entire grant to Box folder Grant_D.uzcubf8un3mfmb37@u.box.com
Monday, January 11 12:00PM – 1:30PM	<ul style="list-style-type: none"> Review entire grant Address remaining issues/questions before the Mock Reviews 	Email your mock review grant to Box folder Mock_Re.a9gbwsk7teojy6dh@u.box.com Due date based on your scheduled mock review date. Due Wednesday, January 13 for Mock Review Session #1 participants Due Monday, January 18 for Mock Review Session #2 participants Due Wednesday, January 20 for Mock Review Session #3 participants

MOCK REVIEW SESSIONS

In the Mock Review Session, you will hear faculty members discuss your grant, providing insight into how you can improve your application before final submission. [All sessions will be held on Zoom.](#)

Date & Time	Topics	Important Reminder
Wednesday, January 20 12:00PM – 1:30PM	Mock Review Session #1	Mock Review Session #1 participants: Email your grant by Wednesday, January 13 to Mock_Re.a9gbwsk7teojy6dh@u.box.com
Monday, January 25 12:00PM – 1:30PM	Mock Review Session #2	Mock Review Session #2 participants: Email your grant by Monday, January 18 to Mock_Re.a9gbwsk7teojy6dh@u.box.com
Wednesday, January 27 12:00PM – 1:30PM	Mock Review Session #3	Mock Review Session #3 participants: Email your grant by Wednesday, January 20 to Mock_Re.a9gbwsk7teojy6dh@u.box.com

RESUBMISSION SESSIONS

If you need to take part in the resubmission process, we have three sessions scheduled to assist you. [All sessions will be held on Zoom.](#)

Date & Time	Topics	Homework & Due Dates
Wednesday, April 7 12:00PM – 1:30PM	<ul style="list-style-type: none"> Review MCHRI grant comments 	Due Monday, April 12 <ul style="list-style-type: none"> Revise grant based on comments and email to Box folder Revisio.yn1o211cpgbk54ne@u.box.com
Wednesday, April 14 12:00PM – 1:30PM	<ul style="list-style-type: none"> Review revised grants 	Due Friday, April 16 Revise grant based on comments and email to Box folder Revisio.bos3n8hadwa3w1nk@u.box.com
Monday, April 19 12:00PM – 1:30PM	<ul style="list-style-type: none"> Finalize grant based on review comments and discussion 	

GRANT WRITING CLUB CONTACTS

Bonnie Halpern-Felsher, Director of Fellowship Scholarship, bonnieh@stanford.edu
 Gary Shaw, Associate Chair, Clinical Research, gmsaw@stanford.edu
 Charlene Larson Rotandi, Department Fellowship Manager, cldarson@stanford.edu
 Erica Okamura, Department Fellowship Coordinator, eokamura@stanford.edu