



THE WEBINAR WILL BEGIN SHORTLY

NAVIGATING THE GRANT REVIEW PROCESS (AND BECOMING A REVIEWER)

A WEBINAR FROM HANOVER RESEARCH

MARCH 28, 2024



WEBINAR LOGISTICS

PRESENTATION LENGTH

25-minute presentation followed by Q&A

Q&A

Please ask questions using the Q&A function in the Zoom toolbar. Presenters will respond in real time, where possible, and we will respond to as many of the remaining questions as time allows during the Q&A.

RECORDING & SLIDES

All registrants will receive a copy of the recording, including the slides.

PRESENTERS



SARAH OTT

SENIOR GRANTS CONSULTANT

MS, Exercise Science
PENNWEST CALIFORNIA

MS, Journalism
WEST VIRGINIA UNIVERSITY

SPECIALIZES IN

- ✓ NIH, HRSA, PCORI
- ✓ Clinical and Translational Sciences
- ✓ Large-Scale Proposals

ON A PERSONAL NOTE...



2 Kids



Serial camper



Strength athlete



Pizza lover



MALLORY WATERS

GRANTS ADVISOR

MA, Political Science
UNIVERSITY OF NEVADA, LAS VEGAS

BA, Political Science
UNIVERSITY OF SAN DIEGO

SPECIALIZES IN

- ✓ Project Management
- ✓ Grantsmanship Training
- ✓ Large-Scale Proposals

ON A PERSONAL NOTE...



Avid Reader



Born and Raised in Vegas



Interested in Virology



Loves to Draw

OVERVIEW

The grant review process typically consists of several stages beginning with the **submission and initial screening phase**.



Subsequent **evaluation and decision-making phases** emphasize the importance of alignment with organizational goals, merit-based assessments, and strategic funding allocation based on available budgets and priorities.



Serving as a reviewer can help you to **understand the review process**.

AGENDA

Typical grant review process

Tips on becoming a grant reviewer

SUBMISSION AND INITIAL SCREENING

Understanding this step is crucial for **ensuring that your proposal advances** to subsequent stages in the grant review process

- Applicants typically receive a **confirmation of receipt** after submission.
- This acknowledgment serves as confirmation that your proposal has been received and **entered into the review process**.
- After submitting your proposal, it goes through an **initial screening process** to ensure it meets basic eligibility criteria.
 - Basic Eligibility Check
 - Completeness Check
 - Adherence to Guidelines
 - Initial Scoring or Ranking

PEER/PANEL REVIEW

Peer review is often considered one of the **most thorough and objective parts** of the evaluation process

- Many grantmaking organizations use a **peer review system**, where external experts in the field evaluate proposals.
- Peers assess the **merit, feasibility, and impact** of the proposed project.
 - Review Criteria
 - Panel Discussions

AGENCY REVIEW

While peer review plays a significant role, **funders ultimately have discretion** in making final funding decisions.

In the grant review process, **program officers** within the funding organization and advisory boards **play a vital role** in evaluating proposals.

- Mission and vision
- Budgetary considerations
- Programmatic fit

DECISION-MAKING AND FUNDING ALLOCATION

While peer review plays a significant role, **funders ultimately have discretion** in making final funding decisions

- Once peer reviews and program officer evaluations are complete, the funding organization's decision-makers **analyze the comprehensive set of evaluations** for each proposal.
- This involves considering the **strengths, weaknesses, and recommendations** provided by both external peer reviewers and internal program officers.



WHY SERVE AS A GRANT REVIEWER?

- ✓ Informs **your own grant writing** endeavors
- ✓ Sometimes there are **funding agency perks** for reviewers
- ✓ **Networking**
- ✓ **Giving back** to the scientific community



WHAT EXPERTISE DO YOU NEED?

- ✓ In most cases, **you do not need to be successful grantee** to be a grant reviewer
- ✓ **Junior faculty as well as non-Ph.D.-holding professionals** are welcomed as grant reviewers for some funding agencies
- ✓ **Experience or expertise** in the fields or areas in which they are granting funding
- ✓ Assess your **relevant background**
- ✓ **Why will you be a good reviewer** for the funding agency?

HOW TO BECOME A GRANT REVIEWER

- ✓ Identify the **reviewer application process**
- ✓ Many funders are **continually seeking reviewers** and have websites allowing you to volunteer
- ✓ Check the **funder's website** for instructions on how to become a reviewer
- ✓ Sometimes you will need to **email an appropriate contact** for the program you are interested in and provide your contact information and area of expertise
- ✓ Funders may also ask you to **submit a CV**
- ✓ Some funders have **questionnaires for potential reviewers** to complete
- ✓ **Funders will then contact you** when they have a review opportunity matching your expertise and interest
- ✓ If you don't find specific instructions on how to become a reviewer for a funder, **contact the funder's grant manager** or appropriate program officer and express your interest in serving as a reviewer



FAMILIARIZE YOURSELF WITH THE FUNDING OPPORTUNITY

- ✓ **Read the Funding Opportunity Announcement** and the funder guidelines
- ✓ **Ask for clarification** about anything you do not understand
- ✓ If you do not receive a formal orientation prior to the review, **ask about reviewer comment conventions** and any general guidance specific to the funding mechanism.



SET ASIDE TIME TO REVIEW

- ✓ Target reviewing a couple proposals **in one sitting**
- ✓ **Schedule time** for your reviews on your calendar
- ✓ Aim to complete reviewing well **before the funding agency deadline**



KNOW YOUR BIASES

- ✓ Interest in the topic that might cause you to rate the grant higher than you would otherwise
- ✓ Disinterest in topic that could impact scoring
- ✓ Bias regarding an applicant's gender, language, nationality, race or scholarly reputation



ABOUT HANOVER GRANTS

Hanover provides research development, grant writing, and strategic advising support to a wide range of colleges and universities. Our professionals deliver customized proposal review, revision, and production support, while also helping to align strategic priorities to funding trends and opportunities at all levels.

OUR SOLUTIONS

CAPACITY DEVELOPMENT



- Grants Training
- Benchmarking & Best Practices
- Grantseeking Strategy

FUNDING RESEARCH



- Funding Opportunity Analysis
- Prospect Research
- Funding Calendar

PRE-PROPOSAL ACTIVITIES



- Faculty Consult
- Outreach Strategy
- Concept Paper Development

PROPOSAL SUPPORT



- Proposal Review
- Proposal Revision
- Proposal Research
- Proposal Support

PROPOSAL DEVELOPMENT



- LOI/Pre-Proposal Production
- Proposal Production (Foundation)
- Proposal Production (Federal)



Please contact us at info@hanoverresearch.com to learn more.

QUESTIONS?

The background is a dark, moody composition. The lower portion shows a close-up of a wooden surface with a prominent, wavy grain pattern. The upper portion features a dark grey or black puzzle with one piece missing, creating a gap. The overall lighting is low, emphasizing the textures of the wood and the puzzle pieces.



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