



Understanding Peer Review Process

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Topics of Discussion

- **1) Summary of Research Proposal**
- **2) Response to Reviewers**
- **3) Research Proposal**
- **4) Operating Budget**
- **5) CV Module**



Peer Review Committees

- Become familiar with Peer Review Committees (PRC)
- Which Committee Should Review My Grant?
- **Typical structure:**
 - Chair and Scientific Review Officer
 - 3 internal reviewers (first and second)
 - At least 1 external reviewer
 - PRC is typically large (~20-25 investigators + chair)
 - NIH representatives and program coordinators
- Appreciate that these committees are tremendously busy
- Consider serving on these committees



1) Summary of Research Proposal

- Summarize the problem in a few sentences for a non-expert why is the research important: “**GET the REVIEWER EXCITED**”
- 3-4 sentences what’s known in field; why is more research needed in this area ? **STATE THE PROBLEM CLEARLY AND CONCISELY**
- What will be gained from this research? Why should this project be funded? What is meritorious? What is novel?



1) Summary of Research Proposal Cont'd

- A brief sentence on how you propose to address the stated problem? (approach and methods i.e. techniques, models)
- A sentence or two leading into the objectives or goals of the grant proposal, i.e. Will the research benefit mankind?

2) Response to Reviewers

- Answer the questions directly
- **Do not GET DEFENSIVE**
- Think of making your case more clearly
- Reviewers are there to help you



3) Research Proposal

Respect Grant Format and Regulations:

- 10 pages total
- 3-5 introduction and background
- 5-7 approach and methodology models
- 2-3 concluding statement and future



3) Research Proposal Cont'd

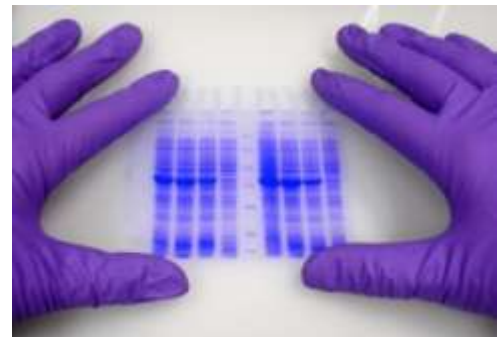
What to do..... *Did comets kill the dinosaurs?*

- State the problem clearly
- Provide relevant background information and supporting data
- Relate the background to your project
- Provide some information as to how you plan to approach the problem
- Provide sufficient detail to CONVINCE the reviewer that YOU ARE AN EXPERT AND YOU ARE TECHNICALLY COMPETENT.



3) Research Proposal Cont'd

- Preliminary Data
- Explain your contributions to published work and expertise to the project/collaborators
- How will you interpret positive or negative results?
- Statistical analysis?



4) Operating Budget

- State clearly what you plan to spend the money on and requested duration of funding 3-5 years Time-line?
- **Accurately state what the cost of reagents** e.g. Personnel, students, fellows, reagents, animals, publication costs, travel, etc.
- Justify why you need a specific piece of equipment, OR technician, research associate
- **DO NOT OVER INFLATE THE BUDGET**
- Modular budget \$250K





5) CV Module

- Explain what your contributions were to the published work and expertise to the project
- Identify your scientific works and **highlight your expertise and relevancy to the project**
- What was your contribution to your own publications?
- List all sources of funding accurately



Final Checks

- Check document for grammar syntax and spelling mistakes
- Make sure that all appendixes are compiled and attached letters of support/cost sharing plans
- Have a colleague outside your specialty read you grant application for clarity
- OBSERVE DEADLINE DATES
- GET SIGNATURES WITH TIME TO SPARE



GOOD LUCK!

