**RESOURCES FOR PREPARING GRANTS**

**UCLA Clinical and Translational Science Institute**

*UCLA • Cedars-Sinai • Charles R. Drew University • Lundquist Institute for Biomedical Innovation at Harbor-UCLA Medical Center*

NIH NCATS Grant #UL1TR001881

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**RESOURCE** | **DESCRIPTION**
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**Online Tools** | • Library of successful K, R and U grants  
• Boilerplate text for UCLA research cores, schools, departments and centers  
• Templates for NIH requirements:  
  o Responsible Conduct of Research  
  o Rigor and Transparency  
  o Human Subjects  
• Biosketches – instructional video  
• Grant writing tips  
• Search tools for grants opportunities  
Available at [ctsi.ucla.edu/funding/pages](http://ctsi.ucla.edu/funding/pages)

**Drop-in Grants Submission Unit consultations** | • Every Tuesday, 1-3 pm, and Thursday, 9-11 am, at UCLA in the Center for Health Sciences building, room 43-367  
Contact: Robin Faria, gsu@mednet.ucla.edu

**Grants Submission Unit consults by appointment** | • Guidance, tools and services for the grants submission process  
• Grant proposal project management  
• Editing, proofreading, and administrative support  
Contact: Robin Faria, gsu@mednet.ucla.edu

**Writing consultations** | • Specific Aims page  
• Clarity and style  
• Consults by appointment only  
Contact: Denise Gellene, dgellene@mednet.ucla.edu

**Drop-in biostatistical consultations** | • Every Wednesday, 12-1 pm, and Friday, 1-3 pm, at 1100 Glendon Avenue, Suite 1820  
Contact: domstat@mednet.ucla.edu

**Biostatistical consults by appointment** | • Study design and power analysis  
• Data analysis protocols  
• Career development (K series) grants  
Contact: domstat@mednet.ucla.edu

**K and R grant workshops** | • Selected topics  
  o Navigating the K Award process  
  o How to plan an R grant  
  o Crafting the significance, innovation, and approach sections  
  o Writing the specific aims  
  o Writing the rebuttal letter  
• Held in person 2-3 times annually  
• Videos and slides from past workshops available for viewing  
Contact: Lisa Chan, CTSIWD@mednet.ucla.edu  
View materials from past workshops at [ctsi.ucla.edu/education/pages/edtools](http://ctsi.ucla.edu/education/pages/edtools)
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| **Pre-submission grant reviews involving special populations** | • Eligibility:  
  o NIH K-level, R-level, U01 and PCORI  
  o Available to postdocs and faculty at any level  
  o Research must involve either children/adolescents, older adults, or a population affected by health disparities  
  o Draft of grant submitted for scientific review 4-6 weeks before the submission deadline  
  • What you will receive:  
    o In-person feedback by 2-3 senior faculty at a 60-minute grant studio  
    o Written and oral critiques plus suggestions for improving grant  
  Contact: Nathalie Vizueta, nvizueta@mednet.ucla.edu |
| **Project-specific consultations for special populations research** | • Eligibility:  
  o Available to postdocs and faculty at any level  
  o Research must involve either children/adolescents, older adults, or a population affected by health disparities  
  • Senior faculty provide one-time, project-specific advice to:  
    o Conceptualize projects  
    o Identify key collaborators  
    o Identify potential grant sources  
    o Problem solve  
    o Receive guidance for responding to critiques on NIH summary statement  
  Contact: Nathalie Vizueta, nvizueta@mednet.ucla.edu |
| **Community engagement services and consultations** | • Grant preparation assistance for community engaged research  
  • Identification and support for relationship building with community partners for research projects  
  • Community outreach assistance for recruitment, translation, data collection and dissemination from multilingual staff members  
  • Funding identification and pilot funding for community-partnered projects  
  • General consultation for community engaged research projects  
  Contact: cerp@mednet.ucla.edu |
| **Cohort-finding tools** | • Three tools that provide patient count information from the electronic medical records at UCLA, Los Angeles-area academic medical centers, and national CTSAs respectively  
  o UCLA Cohort Discovery System (i2b2)  
  o Los Angeles Data Resource (LADR)  
  o CTSA Accrual to Clinical Trials (ACT)  
  Contact: Marianne Zachariah, mzachariah@mednet.ucla.edu  
  LADR tutorial available at www.ladr.org  
  Contact: Marianne Zachariah, mzachariah@mednet.ucla.edu  
  LADR tutorial available at www.ladr.org  |
| **UCLA CTSI Research GO** | • Portal for designing, setting up, conducting and closing out a clinical study  
  Find resources at research.ucla.edu |