## Resources for Preparing Grants

**UCLA Clinical and Translational Science Institute**  
**NIH NCATS Grant #UL1TR001881**

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<th>Resource</th>
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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:  
    - Responsible Conduct of Research  
    - Rigor and Transparency  
    - 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](mailto: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](mailto:gsu@mednet.ucla.edu) |
| **Writing consultations** |  - Specific Aims page  
  - Clarity and style  
  - Consults by appointment only  
  Contact: Denise Gellene, [dgellene@mednet.ucla.edu](mailto: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](mailto: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](mailto:domstat@mednet.ucla.edu) |
| **K and R grant workshops** |  - Selected topics  
  - Navigating the K Award process  
  - How to plan an R grant  
  - Crafting the significance, innovation, and approach sections  
  - Writing the specific aims  
  - 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](mailto: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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<td><strong>Pre-submission grant reviews involving special populations</strong></td>
<td>• Eligibility:&lt;br&gt;  o NIH K-level, R-level, U01 and PCORI&lt;br&gt;  o Available to postdocs and faculty at any level&lt;br&gt;  o Research must involve either children/adolescents, older adults, or a population affected by health disparities&lt;br&gt;  o Draft of grant submitted for scientific review 4-6 weeks before the submission deadline&lt;br&gt; • What you will receive:&lt;br&gt;  o In-person feedback by 2-3 senior faculty at a 60-minute grant studio&lt;br&gt;  o Written and oral critiques plus suggestions for improving grant&lt;br&gt;  Contact: Nathalie Vizueta, <a href="mailto:nvizueta@mednet.ucla.edu">nvizueta@mednet.ucla.edu</a></td>
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<td><strong>Project-specific consultations for special populations research</strong></td>
<td>• Eligibility:&lt;br&gt;  o Available to postdocs and faculty at any level&lt;br&gt;  o Research must involve either children/adolescents, older adults, or a population affected by health disparities&lt;br&gt; • Senior faculty provide one-time, project-specific advice to:&lt;br&gt;  o Conceptualize projects&lt;br&gt;  o Identify key collaborators&lt;br&gt;  o Identify potential grant sources&lt;br&gt;  o Problem solve&lt;br&gt;  o Receive guidance for responding to critiques on NIH summary statement&lt;br&gt;  Contact: Nathalie Vizueta, <a href="mailto:nvizueta@mednet.ucla.edu">nvizueta@mednet.ucla.edu</a></td>
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<td><strong>Community engagement services and consultations</strong></td>
<td>• Grant preparation assistance for community engaged research&lt;br&gt; • Identification and support for relationship building with community partners for research projects&lt;br&gt; • Community outreach assistance for recruitment, translation, data collection and dissemination from multilingual staff members&lt;br&gt; • Funding identification and pilot funding for community-partnered projects&lt;br&gt; • General consultation for community engaged research projects&lt;br&gt;  Contact: <a href="mailto:cerp@mednet.ucla.edu">cerp@mednet.ucla.edu</a></td>
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<td><strong>Cohort-finding tools</strong></td>
<td>• Three tools that provide patient count information from the electronic medical records at UCLA, Los Angeles-area academic medical centers, and national CTSA s respectively&lt;br&gt;  o UCLA Cohort Discovery System (i2b2)&lt;br&gt;  o Los Angeles Data Resource (LADR)&lt;br&gt;  o CTSA Accrual to Clinical Trials (ACT)&lt;br&gt;  Contact: Marianne Zachariah, <a href="mailto:mzachariah@mednet.ucla.edu">mzachariah@mednet.ucla.edu</a>&lt;br&gt;  LADR tutorial available at <a href="http://www.ladr.org">www.ladr.org</a></td>
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<td><strong>UCLA CTSI Research Go</strong></td>
<td>• Portal for designing, setting up, conducting and closing out a clinical study&lt;br&gt;  Find resources at research.ucla.edu</td>
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