



Uganda Virus Research Institute

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Role of Research managers at Call/proposal stage

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Presentation layout

Role of PM at

- Call stage
- Pre-submission
- proposal stage



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Role of Research managers at Call/proposal stage

Start by asking participants to brain storm –on the role of research managers

What can Research Managers do to support an application during development.



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Review the Guide for Applicants again-To your understanding as a PM.



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- # Role of Managers in pre- submission
- Contacts within other disciplines
 - knowledge- ie getting concept-idea together.
 - Perspective –does it fit with strategy and investment
 - Sounding board



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Role of Managers in pre- submission-2

- Critique of the scientific idea
- Funder knowledge
- Editing structure
- Pathways to impact

Proposal writting skills

- Horizon Scanning- understanding the present better and descibing the future credibly.
- Bringing together researchers with evidence. **Know your funder**
- Vision, `mission, remind partners of the funder priorities
- Whats been funded before
- Speak to colleagues that are on panels or reviewers
- Signup for alerts.



Proposal writing skills

- Vision, `mission, remind partners of the **funder priorities**
- Whats been funded before
- Speak to colleagues that are on panels or reviewers
- Signup for alerts.

Call Management plan

- Call Management plan
- Identifying impact
- Contact stakeholders and beneficiaries

Activity	Time line	Responsible person/Institution
1. Contact K1, KCMC & NIMR	Immediate	PM
2. Draft & circulate & Receive letters of Support	2 nd May 2019	PM
3. Send Project Ideas		BK
4. Review 1 st draft and provide comments	14 th May	All partners

Call Management plan-2

Important

- Spend some time on project description/understand the concept
- Key points in the proposal.
- Most persuasive way to structure an application



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Knowledge of format/templates

- Go through grants system to acquaint yourself with the system
- General formatting skills/word processing skills to make the proposal document presentable to the funder
- Remember this is a competition for funding
- Get help of partners/individuals with such excellent word processing/formatting skills



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Thank you



Group work

1. You are a research manager and your role is to manage the submission of an application to the call. Highlight key information in the proposal document that

- a. Informs advice to the PI
- b. Informs your application submission timeline (15 mins)

C In your Groups discuss your proposed timeline, what should be included, who needs to do what and where value can be added to the application