

## Division of Endocrinology and Metabolism Specific Aims Pre-review Policy

Purpose: Provide feedback to junior investigators and interested senior investigators on specific aims sufficiently in advance of submission to be of benefit.

- Mandatory for junior (pre-tenure) faculty, optional for others
- **Ten weeks** before deadline, send intent note to Sue Moenter (smm4n), including tentative title, funding source, and a couple sentences about the proposed work and primary methods to be used. This info will be used to identify reviewers and schedule their time for review of aims.
- Ideally, two reviewers-one in the area of the proposal and one outside the area-will be identified.
- Submit Microsoft Word document containing good draft of Specific Aims section of proposal to Sue Moenter **two months** before grant deadline.
- If you are on the research track, you are welcome to utilize this pre-review system, but it is expected that your primary supervisor will have substantially mentored you on grantsmanship BEFORE you submit your aims to us.
- If non-NIH, NSF, DOD, ADA or JDF source, include the goals/mission of the funding source
- Aims will be critiqued for scientific merit, style, clarity, and relevance to source.
- Comments will be returned to PI within one week.
- PI arranges meetings with reviewers to discuss critiques and how to make use of them in preparing full proposal