Morgan State University Workshops for the Development of New Faculty

Course name: Grant Proposal Development

Term: Fall 2025

Location: Tyler 101 or Tyler 307B (in person) –
Check the calendar invite for the room for each session

Day/Time: Mondays or Tuesdays (select one), 11:30 AM to 12:30 PM

Primary Instructors: Farin Kamangar, MD, PhD, CRA
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Seminar Series Description:
These seminars are intended to enhance the capacity of newly hired tenure-track MSU faculty members to become stronger researchers, educators, and advisors. The fall seminars focus on grant proposal development.

Objectives for Grant Proposal Development:
1. Describe the life cycle of sponsored awards
2. Identify sources of grant funding, especially those that are targeted toward HBCUs and other minority-serving institutions
3. Learn more about funding opportunity announcements and how to read them
4. Write well-prepared proposals for sponsored projects
5. Prepare budgets for sponsored projects
6. Prepare other auxiliary material (e.g., biosketches, letters of collaboration) for grants
7. Network with peers, successful researchers at the university, and the D-RED staff

Teaching Methods and Activities:
1. Lectures by the primary instructors and other experts
2. Assignments to identify opportunities and write proposals
3. Assignments to sign up for key research portals and databases
4. Presentations by the participants
5. Multiple choice questions (a mixture of simple and complex questions)
6. Engaging in-session activities
7. Active Learning
8. Projects

Desired Outcome for Grant Preparation:
Participants are required to:
- Have a proposal to an external sponsor ready for submission by June 30, 2026.
- Identify 2 to 3 additional external funding opportunities and develop initial plans for submission.

Course Schedule:
Each session will be one hour unless otherwise noted. Sessions, dates, and content are listed below. The schedule is subject to change.

Readings & Resources:	MSU PI Handbook, Part 1: General Principles MSU PI Handbook, Part 2: Preparing Budgets
Other course material:	Slides, summary notes, etc., will be posted on the ORA website.
Required Attendance:	The participants are expected to attend at least 80% of the seminars. Attendance will be taken and, if the Provost requests, reported to the Provost's office.

Please contact ask.ora@morgan.edu if you need assistance on a specific grant- or contract-related issue.

Fall 2025

Week 1 (Sep 8, 9)
- Introductions: Speed Dating and Group Share
- Review the planned curriculum

Week 2 (Sep 15, 16)
- Welcome from the Provost and VP DRED (invited)
- Connecting with several of MSU's experienced researchers

Week 3 (September 22, 23)
- An idea meets an FOA (Funding Opportunity Announcement)
- Reading an FOA
- Group work – reviewing an FOA and identifying components and requirements

Week 4 (September 29, 30)
- Reading an FOA
- Group work – reviewing an FOA and identifying components and requirements

Week 5 (October 6, 7)
-        Setting up a search for funding opportunities in PIVOT RP

Week 6 (October 13, 14)
-        Setting up accounts and profiles in ORCID and ScienceCV

Week 7 (October 20, 21)
-        Basics of preparing a grant proposal budget
-        Group work

Week 8 (October 27, 28)
-        How to develop a grant proposal budget, continued
-        Group work

Week 9 (November 3, 4)
-        Anatomy of Grant Applications

Week 10 (November 10, 11)
-        Online Resources: the ORA website

Week 11 (November 17, 18)
-        Introduction to research ethics and regulations

Week 12 (November 24, 25)
-        How to solicit and draft letters of support or commitment

Week 13 (December 1, 2)
-        Office Hours

Week 14 (December 8, 9)
-        Office Hours