



## Practicing NIH\*-standard proposal writing for clinical, epidemiological, and health services/policy/economics research

### Goals

- a. Introduce the required minimum standards for writing a proposal set by the NIH.
- b. Shape up the proposal ideas into a draft that can be further developed into a standard proposal

**When:** Sept 24-26, 2016

**Participants:** They should have already developed a proposal idea. Among the submitted proposals, 4 will be selected and from each, 5 people (proposal core team) will be invited to participate in the workshop. The proposal core team should consist of the Principal Investigator (PI), the co-investigator(s), and the methodologist (e.g. statistician/epidemiologist). Only people having proposal ideas with clinical, epidemiological, health services/policy/economics, or implementation sciences aims are eligible to apply for the workshop.

**Requirements:** The participants have one month from the time of announcing the workshop by NIMAD to apply. The application includes the submission of an application form and a one-page description of the project. The one-page project description should be outlined in a requested format.

**Teaching methods:** The workshop includes lectures, working groups, peer-reviews and troubleshooting. Pre-workshop materials will be shared with participants to familiarize them with the workshop content in advance. After presenting the minimum standards of a typical NIH proposal, the instructor(s) will ask the PI of each team to present their proposal. Each group has one hour to present the work in the requested format (see below). Other proposal team members will help the PI with the presentation if needed but their primary task is to take notes. The instructor(s) and other workshop participants will interactively provide comments to improve the proposals. The proposal teams will be mostly focusing on improving their work and re-presenting their proposal with incorporating the comments into the body of the proposal.

**Refreshments and lunch:** Tea, coffee and light refreshments will be provided all time during the workshop, and lunch will be served at noon.

**Language:** The speaking language is Farsi and English and writing language is only English.

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\*NIH stands for National Institute of Health

## Schedule

Day 1	Topics	Lecturer	
08:00	Welcome, opening remarks		
08:15	Introductions, learning objectives, and ice breaker		
08:30	Minimal standard format of NIH proposals		
09:30	Groups' "Aims" presentation	Group I	Group VI
10:30	Groups' "Aims" presentation	Group II	Group VII
11:30	Groups' "Aims" presentation	Group III	Group VIII
12:30	<i>Lunch</i>		
13:30	Groups' "Aims" presentation	Group IV	Group IX
14:30	Groups' "Aims" presentation	Group V	Group X
15:30	Working groups: Improve their draft with troubleshooting	All groups	All groups
17:00	Recap/homework review		
Day 2	Topics	Lecturer	
08:00	What we learned from yesterday?		
09:00	Groups' inclusive presentation	Group I	Group VI
10:00	Groups' inclusive presentation	Group II	Group VII
11:00	Groups' inclusive presentation	Group III	Group VIII
12:00	<i>Lunch</i>		
13:00	Groups' inclusive presentation	Group IV	Group IX
14:00	Groups' inclusive presentation	Group V	Group X
15:00	Working groups: Improve their draft with troubleshooting	All groups	All groups
17:00	Recap/homework review		
Day 3	Topics	Lecturer	
08:00	What we learned from yesterday?		
09:00	Troubleshooting and further improve the draft proposal	Group I	Group VI
10:00	Troubleshooting and further improve the draft proposal	Group II	Group VII
11:00	Troubleshooting and further improve the draft proposal	Group III	Group VIII
12:00	<i>Lunch</i>		
13:00	Troubleshooting and further improve the draft proposal	Group IV	Group IX
14:00	Troubleshooting and further improve the draft proposal	Group V	Group X
15:00	Workshop evaluation and closing remarks		

### Instruction on how to submit the one-pager proposal idea

- Title (in one line)
- Specific Aims (50 words per goal, usually three Aims)
- Significance: Why your research project is important? You should prove your idea is essential for funding (100 words)
- Innovation: What are the new aspects of your project that have not been touched in previous studies (100 words)
- Approach: How do you want to perform the study? (50 words)
- Data: Explain your data [set] (50 words)
- Method: Specific statistical method for each of the aims (50 words per aim)
- Analysis: How do you want to analyze your data given your methodology under each Aim (50 words per Aim)
- Power: How did you calculate the power (20 words)
- Limitations: Briefly explain your limitations (30 words)
- Future work: Your plan to extend this study in the future (30 words)
- The minimum and maximum number of words: 700 and 1000 words.
- Margins of the page: 2 mm from all sides. Font: Calibri 10, Spacing: no space

**Documents to submit:** One-pager proposal idea + application form + CV of the research team

**Where to submit:** Send an email to [nimadiran@gmail.com](mailto:nimadiran@gmail.com)

**Deadline for submitting the documents:** Sep 10, 2016

## Instructor



**Mohsen Malekinejad M.D., M.P.H., Dr.P.H.**, is an Assistant Professor of Epidemiology and Global Health at the University of California, San Francisco (UCSF), based in the Philip R. Lee Institute for Health Policy Studies. Dr. Malekinejad completed his MD degree at the Islamic Azad University in Tehran, Iran in 1999, received his M.P.H. degree from UC Davis in 2003, and Dr.P.H. from UC Berkeley in 2008. Dr. Malekinejad's research and teaching interest includes global health, substance use, harm reduction, blood-borne diseases, sampling methods for hard-to-reach populations, disease surveillance, translation of evidence to policy, and systematic reviews.

He has published numerous manuscripts and his research projects have been funded by NIH, CDC, WHO, UCSF and UC Berkeley. Dr. Malekinejad has also led multiple collaborative projects between UCSF and the Tehran University of Medical Sciences studying the intersection of substance use and blood-borne infections, including an NIH-funded project to study risk factors of transitioning to injection among opioid users. His current research projects involve the translation of research evidence to inform public health policies focusing on prevention and treatment of HIV, HCV, and TB.

He also teaches "Systematic Review for Global Health Decision-making" and co-teaches in "Strategic Information in Global Health" at UCSF. Dr. Malekinejad is also a fellow in SAPHIR.