GRANT WRITING FOR PREVENTION AND CLINICAL INTERVENTION RESEARCH

I. STANDARDIZED COURSE DESCRIPTION
Effective grant writing is an essential skill in an environment in which indicators of feasibility and efficacy of mental health interventions are expected. Although several evidence-based interventions aimed at promoting health and mental health have been tested in empirical research, the development and dissemination of these interventions according to the contextual and cultural realities of underserved populations continue to be limited. Thus, there is a need to promote prevention and clinical intervention research ranging from studies focused on cultural adaptation to large-scale dissemination.

In this course, the student will be exposed to principles of grant writing with a special focus on standards expected by leading federal funding agencies such as the National Institutes of Health. In addition, students will be encouraged to conceptualize grant proposals according to social justice principles with the ultimate goal of benefiting underserved populations. At the end of the course, the student will produce an exploratory/developmental grant proposal (e.g., R03, R21, R34 mechanism) with an explicit focus on prevention or clinical intervention.

II. STANDARDIZED COURSE OBJECTIVES
Upon completion of this course the student will be able to:

- Identify major trends and needs in prevention and clinical intervention research in the social work field.
- Develop research ideas according to identified needs in the field.
- Integrate and effectively communicate short- and long-term objectives associated with a program of prevention or clinical intervention research.
- Reflect on alternatives to thoroughly inform grant proposals according to social justice principles and impact on underserved populations.
- Produce an exploratory/developmental grant proposal (e.g., R03, R21, R34) according to NIH guidelines.
- Engage in a collaborative learning environment aimed at offering and receiving constructive feedback while engaged in the grant writing process.
- Develop skills to produce constructive critiques of research articles.
III. TEACHING METHODS

This course will include a variety of teaching methodologies designed to achieve the beginning mastery of effective grant writing skills. A strong focus will be given to required skills to write competitive grant applications to the National Institutes of Health (NIH). Equally important, a strong focus will be given to reflect on diversity and inclusion issues as related to rigorous empirical research. Learning activities will include reading, writing, discussion, lectures, videos, and guest presentations of successful NIH-funded researchers in the field of social work.

This course will be strongly focused on the individual student’s research interests. Thus, each student will be expected to generate a grant proposal that closely adheres to their own individual program of research. Students will be expected to openly share their work with fellow students in an effort to provide and receive constructive feedback.

Being absent will always be justified with adequate explanations for absence. Please provide advanced notice if possible, or an explanation as soon as possible after missing class, for the instructor to be assured of every student’s wellbeing and adequate learning if content was missed.

IV. REQUIRED TEXTS AND MATERIALS

Required readings will be provided via electronic format in CANVAS.

V. COURSE REQUIREMENTS

1. Attendance and participation.

2. Personal Reflection Paper. Students will produce a written reflection, focused on the major highlights learned about professional development as grant writers and scholars. An explanation of key points to address in the paper will be discussed in class. The reflection paper is due on November 9th.

Format: 2 pages maximum, single spaced, 12 pt. — Submit via Canvas

3. Research presentation. Students will present a summary of their grant proposal, emphasizing how the proposed study fits the student’s long-term program of research. The powerpoint presentation should not last more than 20 minutes to allow for group feedback and must include the following sections:
   - Summary of Specific Aims
   - Summary of Significance and Innovation
   - Highlights of Research Design. Emphasize areas of specific significance (e.g., recruitment of hard-to-reach populations), as well as innovative methodologies.
   - Strategic goal of the R34 proposal within a 5-10 year program of research, following Ph.D. graduation.

4. Grant proposal. Students will prepare an NIH exploratory/developmental grant proposal on a topic of their choice.
It is highly encouraged for students to propose a mixed-methods research design that adequately describes the value of integrating qualitative and quantitative methodologies, as well as the ways in which both types of data will be used to expand their program of research. Further, it is expected for students to inform their grant proposals according to diversity and inclusion considerations to be discussed in class. The separate sections of the grant proposal will be completed over the course of the semester to facilitate in-depth discussions with classmates as they progress on grant writing activities. Thus, students will be expected to receive and offer constructive feedback in group discussions.

Grant proposal should be typed and single spaced, Arial font type, 11pt.

Format and Scope
Grant proposals should focus on a prevention or clinical intervention study, preferably targeting an underserved population. Proposals will include the following sections:
- Specific Aims
- Research Strategy:
  - Significance
  - Innovation
  - Approach
- References

DRAFT sections of the grant proposal will be due according to class schedule (see below).

NOTE: To ensure equity in the grant writing process, all students will be expected to write an R34 13-page proposal. However, if a student would like to submit an exploratory proposal (i.e., R03, R21) or an R36/F31 doctoral/dissertation grant proposal due to a well-justified research interest, the following requirements must be met:
- The 13-page requirement for R34 proposals must be met by all students. Thus, the student must submit a proposed plan for the structure and content of the additional 6-page research design section.
- The student advisor must send the course instructor an email indicating knowledge and approval of this plan, as well as indicating the feasibility for grant submission prior to or shortly after graduation.
- It is not expected that the 6-page research design section will be as thorough as that of R34 proposals fully focused on prevention or clinical trials. Grading criteria will be discussed on an individual basis with the student upon submission of the proposed plan by the student, as well as email receipt from the student advisor.
- Deadline for submitting requests to adapt R34 proposals according to R03/R21 R36 grant proposals: September 7th.

All written assignments must be submitted via Canvas. APA (6th ed) writing and citation style must be used for referenced information.

<table>
<thead>
<tr>
<th>Task</th>
<th>Percentage of Grade</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance and participation</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>(20 pts)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
VI. GRADES

<table>
<thead>
<tr>
<th>Grade Description</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>94.0 and Above</td>
<td>A</td>
</tr>
<tr>
<td>90.0 to 93.999</td>
<td>A-</td>
</tr>
<tr>
<td>87.0 to 89.999</td>
<td>B+</td>
</tr>
<tr>
<td>84.0 to 86.999</td>
<td>B</td>
</tr>
<tr>
<td>80.0 to 83.999</td>
<td>B-</td>
</tr>
<tr>
<td>77.0 to 79.999</td>
<td>C+</td>
</tr>
<tr>
<td>74.0 to 76.999</td>
<td>C</td>
</tr>
<tr>
<td>70.0 to 73.999</td>
<td>C-</td>
</tr>
<tr>
<td>67.0 to 69.999</td>
<td>D+</td>
</tr>
<tr>
<td>64.0 to 66.999</td>
<td>D</td>
</tr>
<tr>
<td>60.0 to 63.999</td>
<td>D-</td>
</tr>
<tr>
<td>Below 60.0</td>
<td>F</td>
</tr>
</tbody>
</table>

VII. UNIVERSITY POLICIES

COVID-19 RELATED INFORMATION. The University’s policies and practices related to the pandemic may be accessed at: [https://protect.utexas.edu/](https://protect.utexas.edu/)

THE UNIVERSITY OF TEXAS HONOR CODE. The core values of The University of Texas at Austin are learning, discovery, freedom, leadership, individual opportunity, and responsibility. Each member of the university is expected to uphold these values through integrity, honesty, trust, fairness, and respect toward peers and community.

ACCESSIBLE/COMPLIANT STATEMENT: If you are a student with a disability, or think you may have a disability, and need accommodations please contact Disability and Access (D&A). You may refer to D&A’s website for contact and more information: [http://diversity.utexas.edu/disability/](http://diversity.utexas.edu/disability/). If you are already registered with D&A, please touch base with your instructor to discuss your Accommodation Letter as early as possible in the semester so your approved accommodations can be implemented.

PROFESSIONAL CONDUCT AND CIVILITY IN THE CLASSROOM. The professor expects students to act as professionals in class. This means students should arrive on time for class, be prepared to participate in the class discussion, and show respect for one another’s opinions. A course brings together a group of diverse individuals with various backgrounds. Students are influenced and shaped by such factors as race, ethnicity, gender, sex, physical abilities, religious and political beliefs, national origins, and sexual orientations, among others. We expect to learn from each other in an atmosphere of positive engagement and mutual respect. This atmosphere includes working intentionally to recognize and dismantle racism, sexism, heterosexism, and ableism in the classroom. Social Work also deals with complex and controversial issues. These issues may be challenging and uncomfortable, and it would be impossible to offer a substantive classroom experience that did not include potentially difficult conversations relating to challenging issues. In this environment, we will be exposed to diverse ideas and opinions, and sometimes we will not agree with the ideas expressed by others. Nevertheless, the professor requires that students engage one another with civility, respect, and professionalism.
UNANTICIPATED DISTRESS. Students may experience unexpected and/or distressing reactions to course readings, videos, conversations, and assignments. If so, students are encouraged to inform the professor. The professor can be responsive and supportive regarding students’ participation in course assignments and activities, but students are responsible for communicating clearly what kind of support is desired. If counseling is needed, students may contact a service provider of their choosing, including the UT Counseling Center at 512-471-3515 or online at https://cmhc.utexas.edu/.

POLICY ON SOCIAL MEDIA AND PROFESSIONAL COMMUNICATION. Public social networks are not private. Even when open only to approved or invited members, users cannot be certain that privacy will exist among the general membership of sites. If social work students choose to participate in such forums, please assume that anything posted can be seen, read, and critiqued. What is said, posted, linked to, commented on, uploaded, subscribed to, etc., can be accessed and archived, posing potential harm to professional reputations and prospective careers.

Social work students who use social media (e.g. Facebook, Twitter, Instagram) and other forms of electronic communication (e.g. blogs) must be mindful of how their communication may be perceived by clients, colleagues, faculty, and others. Social work students are expected to make every effort to minimize material which could be considered inappropriate for a professional social worker in training. Because of this, social work students are advised to manage security settings at their most private levels and avoid posting information/photos or using any language that could jeopardize their professional image.

Students are asked to consider the amount of personal information posted on these sites and are obliged to block any client access to involvement in the students’ social networks. Client material should not be referred to in any form of electronic media, including any information that might lead to the identification of a client or compromise client confidentiality in any way. Additionally, students must critically evaluate any material that is posted regarding community agencies and professional relationships, as certain material could violate the standards set by the School of Social Work, the Texas Code of Conduct for Social Workers, and/or the NASW Code of Ethics.

Social work students should consider that they will be representing professional social work practice as well as The University of Texas at Austin School of Social Work program while in the classroom, the university community, and the broader area communities.

POLICY ON ACADEMIC INTEGRITY. Students who violate University rules on academic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since such dishonesty harms the individual, all students, and the integrity of the University, policies on academic dishonesty will be strictly enforced. For further information, please visit the Student Conduct and Academic Integrity website at: http://deanofstudents.utexas.edu/conduct.

USE OF COURSE MATERIALS. The materials used in this course, including, but not limited to exams, quizzes, and homework assignments, are copyright protected works. Any unauthorized duplication of the course materials is a violation of federal law and may result in disciplinary action being taken against the student. Additionally, the sharing of course materials without the specific, express approval of the professor may be a violation of the
University's Student Honor Code and an act of academic dishonesty, which could result in further disciplinary action. This sharing includes, among other things, uploading class materials to websites for the purpose of distributing those materials to other current or future students.

CLASSROOM CONFIDENTIALITY. Information shared in class about agencies, clients, and personal matters is considered confidential per the NASW Code of Ethics on educational supervision and is protected by regulations of the Family Educational Rights and Privacy Act (FERPA) as well. As such, sharing this information with individuals outside of the educational context is not permitted. Violations of confidentiality could result in actions taken according to the policies and procedure for review of academic performance located in sections 3.0, 3.1, and 3.2 of the Standards for Social Work Education.

UNIVERSITY ELECTRONIC MAIL STUDENT NOTIFICATION. Electronic mail (email), like postal mail, is a mechanism for official University communication to students. The University will exercise the right to send email communications to all students, and the University will expect that email communications will be received and read in a timely manner. Students can find UT Austin's policies and instructions for updating their e-mail address at https://it.utexas.edu/policies/university-electronic-mail-student-notification-policy.

RELIGIOUS HOLY DAYS. A student who misses classes or other required activities, including examinations, for the observance of a religious holy day should inform the instructor as far in advance of the absence as possible so that arrangements can be made to complete an assignment within a reasonable period after the absence. A reasonable accommodation does not include substantial modification to academic standards, or adjustments of requirements essential to any program of instruction. Students and instructors who have questions or concerns about academic accommodations for religious observance or religious beliefs may contact the Office for Inclusion and Equity. The University does not maintain a list of religious holy days.

TITLE IX DISCLOSURE. Beginning January 1, 2020, Texas Education Code, Section 51.252 (formerly known as Senate Bill 212) requires all employees of Texas universities, including faculty, to report to the Title IX Office any information regarding incidents of sexual harassment, sexual assault, dating violence, or stalking that is disclosed to them. Texas law requires that all employees who witness or receive information about incidents of this type (including, but not limited to, written forms, applications, one-on-one conversations, class assignments, class discussions, or third-party reports) must report it to the Title IX Coordinator. Before talking with me, or with any faculty or staff member about a Title IX-related incident, please remember that I will be required to report this information.

Faculty, staff, graduate assistants, teaching assistants, and graduate research assistants are mandatory reporters under federal Title IX regulations and are required to report a wide range of behaviors we refer to as sexual misconduct, including the types of misconduct covered under Texas Education Code, Section 51.252. Title IX of the Education Amendments of 1972 is a federal civil rights law that prohibits discrimination on the basis of sex – including pregnancy and parental status – in educational programs and activities. The
Title IX Office has developed supportive ways and compiled campus resources to support all impacted by a Title IX matter.

If you would like to speak with a case manager, who can provide support, resources, or academic accommodations, in the Title IX Office, please email: supportandresources@austin.utexas.edu. Case managers can also provide support, resources, and accommodations for pregnant, nursing, and parenting students.

For more information about reporting options and resources, please visit: https://titleix.utexas.edu, contact the Title IX Office via email at: titleix@austin.utexas.edu, or call 512-471-0419.

CAMPUS CARRY POLICY. The University’s policy on campus carry may be found here: https://campuscarry.utexas.edu.

SAFETY. As part of professional social work education, students may have assignments that involve working in agency settings and/or the community. As such, these assignments may present some risks. Sound choices and caution may lower risks inherent to the profession. It is the student’s responsibility to be aware of and adhere to policies and practices related to agency and/or community safety. Students should notify the professor regarding any safety concerns.

BEHAVIOR CONCERNS and COVID-19 ADVICE LINE (BCCAL). If students have concerns about their behavioral health, or if they are concerned about the behavioral health of someone else, students may use the Behavior Concerns and COVID-19 Advice Line to discuss by phone their concerns. This service is provided through a partnership between the Office of the Dean of Students, the Counseling and Mental Health Center (CMHC), the Employee Assistance Program (EAP), and The University of Texas Police Department (UTPD). Call 512-232-5050 or visit https://safety.utexas.edu/behavior-concerns-advice-line. The Behavior Concerns and COVID-19 Advice Line has been expanded to support The University of Texas at Austin community during the COVID-19 pandemic. By calling 512-232-5050 - Option 2 for COVID-19, students, faculty and staff can be assisted in English and Spanish with COVID-19 support.

EMERGENCY EVACUATION POLICY. Occupants of buildings on the UT Austin campus are required to evacuate and assemble outside when a fire alarm is activated or an announcement is made. Please be aware of the following policies regarding evacuation:

· Familiarize yourself with all exit doors in the classroom and the building. Remember that the nearest exit door may not be the one you used when entering the building.

· If you require assistance to evacuate, inform the professor in writing during the first week of class.

· In the event of an evacuation, follow the professor’s instructions.

· Do not re-enter a building unless you are given instructions by the Austin Fire Department, the UT Austin Police Department, or the Fire Prevention Services office.
### VIII. COURSE SCHEDULE

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Assignment Due</th>
<th>Readings</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Parra-Cardona, J. R. R34 NIMH, K01 NIDA, &amp; R34 NIDA Specific Aims</td>
<td></td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>Sept. 14</th>
<th>NIH funding process and mechanisms</th>
<th>DRAFT OF Specific Aims Due</th>
</tr>
</thead>
</table>


Review online links and ppt presentations:

Walton, K. (2014). *What you need to know about NIH priorities*.

WATCH the following grant basics Video: https://grants.nih.gov/grants/grant_basics.htm

READ the following links:

NIH Center for Scientific Review (review in class) https://public.csr.nih.gov/


Types of Grants (review in class): https://grants.nih.gov/grants/funding/funding_program.htm

Recommendations from NIH CSR (review in class):
<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Resource</th>
<th>Notes</th>
</tr>
</thead>
</table>
Peer review and review criteria (review in class): https://grants.nih.gov/grants/peer-review.htm#Criteria |
| Oct. 5   | NIH grant writing: Research Design             | DRAFT OF Significance & Innovation Due                                      | Avoiding pitfalls (we will review this material in class): https://public.csr.nih.gov/ForApplicants/PlanningAndWriting/SubmissionPitfalls  
Understand your reviewers (we will review this material in class): https://public.csr.nih.gov/ForApplicants/PlanningAndWriting/UnderstandYourReviewers  
Lambert Chapter 2 |
Teen Parents Parenting Curriculum |
| Oct. 19  | Ethics and Human Subjects                     | NIMH R34, NIDA K01, NIDA R34 Human subjects sections                      |                                                                     |
| Oct. 26  | Refining Research Design                       | DRAFT OF Research Design Due                                              |                                                                     |
| Nov. 2   | Student Presentations                          |                                                                           |                                                                     |
| Nov. 9   | Student Presentations                          | Reflection Paper Due                                                      |                                                                     |
| Nov. 16 | Student Presentations | R34 Budget Narrative
| Nov. 30 | Budgets Seed Money and Foundation Grants | |
| Dec. 7 | No class | FINAL GRANT PROPOSAL DUE IN CANVAS |

**X. BIBLIOGRAPHY**
Recommended Text: