

# Grant proposal consulting and support

## Concept Formation Think Tank

Forming the concept behind a collaboration takes effort and time. Initial ideas have to be iterated and considered over time. Most projects that go on to be awarded grant funding have been in some form of preparation for over a year. Often they have been submitted at least once before. This is largely due to the fact that innovative ideas have to be moulded over time.

It also takes time to get multiple stakeholders engaged. We follow a process of interviewing a sample individual stakeholders (up to 6 in total) to gain an understanding of individual perspectives and ideas. Then we form the group around a collaboration canvas, or project framework. These consist of a slide divided into boxes that help to focus the group on the problem they are trying to address, how they will address it, and help to define what the value of what they are trying to do is. This is similar to the business model canvas approach and serves to bring some business thinking into the process of forming a project. This helps to make the ideas and concept concrete rather rapidly. The process is a series of 12 conference calls over a 6 month period. These are attended by a business developer and supported by an executive assistant.

## Concrete project plans

Once a concept is formed we can help develop a concrete project plan with work packages, tasks, milestones and deliverables. If a concept has already been developed, then we can proceed directly to the project plan formation. A team of a business developer, project manager, and an executive assistant will analyse the concept and develop a project plan. This includes the write up of the work packages in outline form including the objectives. A Gantt chart showing the timing will also be included. The initial plan will be reviewed with project members in a conference call and revised accordingly.

## Detailed proposal formation – 1<sup>st</sup> stage

Regardless of whether the proposal is meant for a two stage effort or just a single stage a short 10 page version will be put together through an organised process. Based upon an initial template and the concept a version will be created using Google Docs to allow for a collaborative writing process. Individual sections will be assigned to individuals based upon their expertise. They will be assigned the task and a timeline for completing that section. During this time period a weekly conference call will be held over the course of 2 months and facilitated by a project manager. A high level budget will also be formed in order to judge the scope of the project. Based upon the concept a visual abstract will be formed and then circulated for comment and revision. BioSci Consulting will contribute content for the sections that relate the proposal to the call topic, management sections, and the content for the impact section. All other sections BioSci Consulting will revise content provided by project partners for both clarity and strategic considerations. BioSci Consulting will do the final editing formatting and submission

## Clinical protocol

BioSci Consulting will support the development of a clinical study protocol using a multi-stakeholder approach. Over the course of 2 months weekly conference calls will be held with a project manager experienced in developing clinical protocols. An existing template will be used and mapped against existing clinical study data standards. A parallel effort will be applied to developing a detailed clinical budget with cost per patient.

## Strategic reviews

Often the major challenge is putting the proposal into the proper language for the grant funding program. Furthermore, the impact sections of most grants requires business thinking. It is also often difficult to have a view on how clear a proposal is, or what is missing when you have worked so closely with it.

We can provide more focused strategic review of your proposal. This will involve an in depth review of your proposal by a grant proposal expert. You will get an actionable list of recommendations and areas for improvement. We can then provide further support in implementing those recommendations or make the writing clearer after you have implemented the recommendations.

## Proposal logistic support

Our team has extensive experience in getting all the elements that you need for a professional proposal organized and completed. This includes chasing partners for input, formatting the document, putting together budgets, adding visuals, drafting a Gantt chart, and the act of submitting the proposal. We can provide varying levels of service in this regard and guarantee that we can make the process of submitting a professional looking proposal more efficient.

## Get in touch

We believe that even the first call or meeting we have with you should provide you with some value. The learning can begin with our first call. We assure you that our first discussion will provide help you need.

Our hope is that we can provide even more value through a deeper engagement. Our mission is to help make as many medical innovation collaborative projects successful as we can. Clear proposals are where it all begins.

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