Understanding Peer Review Process

Dr. Lorrie A. Kirshenbaum
Director Research Development
Faculty of Medicine
University of Manitoba
Institute of Cardiovascular Sciences,
St. Boniface Hospital, Winnipeg Canada
Topics of Discussion

1) Summary of Research Proposal
2) Response to Reviewers
3) Research Proposal
4) Operating Budget
5) CV Module
Peer Review Committees

- Become familiar with Peer Review Committees (PRC)
- Which Committee Should Review My Grant?

**Typical structure:**
- Chair and Scientific Review Officer
- 3 internal reviewers (first and second)
- At least 1 external reviewer
- PRC is typically large (~20-25 investigators + chair)
- NIH representatives and program coordinators

- Appreciate that these committees are tremendously busy
- Consider serving on these committees
1) Summary of Research Proposal

- Summarize the problem in a few sentences for a non-expert why is the research important: “**GET the REVIEWER EXCITED**”

- 3-4 sentences what’s known in field; why is more research needed in this area? **STATE THE PROBLEM CLEARLY AND CONCISELY**

- What will be gained from this research? Why should this project be funded? What is meritorious? What is novel?
1) Summary of Research Proposal Cont’d

- A brief sentence on how you propose to address the stated problem? (approach and methods i.e. techniques, models)

- A sentence or two leading into the objectives or goals of the grant proposal, i.e. Will the research benefit mankind?
2) Response to Reviewers

- Answer the questions directly
- **Do not GET DEFENSIVE**
- Think of making your case more clearly
- Reviewers are there to help you
3) Research Proposal

*Respect Grant Format and Regulations:*

- 10 pages total
- 3-5 introduction and background
- 5-7 approach and methodology models
- 2-3 concluding statement and future
3) Research Proposal Cont’d

What to do…… Did comets kill the dinosaurs?

- State the problem clearly
- Provide relevant background information and supporting data
- Relate the background to your project
- Provide some information as to how you plan to approach the problem
- Provide sufficient detail to CONVINCE the reviewer that YOU ARE AN EXPERT AND YOU ARE TECNICALLY COMPETENT.
3) Research Proposal Cont’d

- Preliminary Data

- Explain your contributions to published work and expertise to the project/collaborators

- How will you interpret positive or negative results?

- Statistical analysis?
4) Operating Budget

- State clearly what you plan to spend the money on and requested duration of funding 3-5 years Time-line?

- **Accurately state what the cost of reagents** e.g. Personnel, students, fellows, reagents, animals, publication costs, travel, etc.

- Justify why you need a specific piece of equipment, OR technician, research associate

- **DO NOT OVER INFLATE THE BUDGET**

- Modular budget $250K
5) CV Module

- Explain what your contributions were to the published work and expertise to the project

- Identify your scientific works and **highlight your expertise and relevancy to the project**

- What was your contribution to your own publications?

- List all sources of **funding** accurately
Final Checks

- Check document for grammar syntax and spelling mistakes
- Make sure that all appendixes are compiled and attached letters of support/cost sharing plans
- Have a colleague outside your specialty read you grant application for clarity
- OBSERVE DEADLINE DATES
- GET SIGNATURES WITH TIME TO SPARE
GOOD LUCK!