

# Proposal Development Services

*Promoting faculty funding success*

The professionals in **Proposal Development Services (PDS)** specialize in the craft of grantsmanship. To maximize the competitiveness of IU Bloomington proposals, we customize our services to the individual needs of the faculty with whom we work.

To support all faculty as they plan, prepare, and perfect research-focused grant applications for external funding, PDS offers:

## Consulting

- **Positioning:** our team helps faculty choose among possible funding opportunities, or tailor a project idea to be responsive to a particular funding opportunity.
- **Review:** reviewer-focused guidance and feedback on written components and help in processing reviewers' comments to conceptualize revisions.

## Proposal Development

- **Putting it all together:** our team helps organize and manage the proposal preparation process, prepares final applications, and coordinates with the IU Office of Research Administration (ORA).

## Resources

- **Professional Development Events:** grant writing seminars, peer review workshops, opportunity-specific information sessions, and faculty networking.
- **Connections:** our team refers faculty to appropriate campus and external resources.
- **Search Assistance:** funding opportunity search guidance for faculty.
- **Online:** curated proposal development guides, resource links and proposal component examples on the OVPR site.

For groups preparing more **complex research proposals**, PDS provides comprehensive project management services, such as:

- Convening potential collaborators around shared research interests or funding opportunities
- Researching funding sources
- Coordinating with collaborators, unit staff, and the IU ORA
- Establishing timelines and processes for proposal production
- Compiling supplementary or administrative proposal materials

### ***Interested in working with us?***

Our team can most effectively benefit the planning, writing, and structure of a proposal when we become involved early; we encourage clients to contact us at least 6 weeks before the agency deadline for standard proposals, and at least 2-4 months ahead for complex proposals.

### **CONTACT**

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### **OUR TEAM**

Jamie Kirkley, *Specialist*  
Kevin Meskill, *Specialist*  
Lindsay Nash, *Coordinator*  
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