

Office of Research Development
Services

Working in coordination with other Research and Engagement departments including the UMass Innovation Institute, the Institute for Applied Life Sciences, the Research Business Manager Network and other college-based units, the Office of Research Development (ORD) provides support for faculty leaders through the early stages of funding opportunity prospecting and planning through proposal development. While the assistance ORD can provide will always be customized based on the team, the opportunity and the timeline, our services include facilitating of exploratory meetings, competitive intelligence gathering and analysis, win-strategy consulting, production assistance for white papers/quad charts, federal government engagement and advocacy, managing communication with non-technical stakeholders (e.g. state government, industry, communities), performing narrative reviews and editing, and writing non-technical sections the proposal and support letters.

Prospecting and Planning (before a funding target is identified)

- exploratory meetings
- Investigator-Initiated Workshops
- campus networking and teaming
- win strategies
- competitive intelligence gathering
- funding agency prospecting
- white paper/quad chart production
- stakeholder engagement and advocacy (e.g. state/fed govt, private sector, communities)
- strategic communications, analysis and reports (e.g. anticipated economic impacts in MA)
- research development SMART* roadmapping
- other duties, as assigned

Proposal Support, Review and Development (with funding target in sight)

- **Pre-proposal Support**
 - solicitation analysis/breakdown and suggested proposal organization and page counts
 - win strategies
 - broader impacts consultation
 - competitive intelligence
 - state government engagement and advocacy, if applicable
 - federal government engagement and advocacy, if appropriate
- **Proposal Development**
 - grantsmanship narrative reviews and editing
 - writing non-technical sections, letters of support
 - internal coordination
 - other duties, as assigned

Grantseeking Capacity Development

- workshops (on-demand)
- individual and small-group consultation

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*SMART = Specific, Measurable, Achievable, Realistic, Time-constrained

The criteria we need to consider in selecting which initiatives our group can focus on include:

- Alignment with external priorities
- Potential for extramural funding
- Critical mass of interested faculty
- Faculty leadership
- Would benefit from coordinated stakeholder engagement - state/regional, federal, private sector, community
- Emphasis on cross college initiatives