

INTRODUCTION

Hanover Research is a consulting firm based in Arlington, Virginia that provides grant development and research solutions to education and healthcare clients across the United States. Hanover's grants professionals provide customized proposal review, revision, and production support to clients, while also helping to align their needs and strategic priorities to federal, state, and foundation funding opportunities.

PROCESS

Complete the information below and email it directly to Monique Gregory at Monique.Gregory@ucf.edu, and copy Associate Dean of Research, Dr. del Barco. Monique will make arrangements to be scheduled in the queue and put you in contact with a Hanover's associate through a kick-off call.

REQUEST FORM

Investigator Name: _____

College/Unit: _____

Position/Title: _____

Contact e-mail: _____

Co-PI(s) or secondary contact(s) that should be included on communication: _____

Funding Agency (if NIH, identify the IC as well): _____

Funding Mechanism (e.g., R01, CAREER, etc.), if applicable: _____

Sub-Opportunity. For funding opportunities with multiple funding tracks, indicate which track will be pursued (i.e. NSF Noyce - Track 1): _____

Type of submission – New submission ____ Resubmission ____ Competing Renewal Submission ____

Sponsor Deadline: _____ (UCF internal deadline is always 10 business days prior to sponsor deadline)

Intended date to submit draft to Hanover: _____

Intended deadline for completion of these Hanover Services: _____

Level of Hanover Support (select one of the options below):

- Proposal Review and Support
 - Review ____
 - Revision ____
- Other
 - Proposal Development ____
 - Pre-Proposal Support ____
 - Funding Research ____
 - Grantseeking Capacity Development ____

Since Hanover agreement limits this service up to five (5) proposals at a time, we may not be able to accept all received requests. Would you be open to get assistance from the UCF Office of Research in reviewing/revising your proposal if we cannot find a place for yours in the Hanover service queue this time?

Yes No

INFORMATION

Proposal Review (~2 weeks):

- Teleconference to discuss draft prior to Hanover review
- Review the proposal narrative for alignment with funding opportunity announcement
- Make specific recommendations using margin comments
- Produce a memo outlining high-level recommendations
- Debrief via teleconference

Proposal Revision (~3 weeks):

- Include all aspects of “Proposal Review”
- Track changes to suggest revision to the proposal narrative
- Track changes to focus on achieving clarity and effective use of language, which include addressing punctuation and grammar

FAQS

Does Hanover have experience with a wide range of funders?

Yes. Hanover has experience with a wide range of funders – private, nonprofit, and federal – including but not limited to the NSF, NIH, DOD, ED, NEH, and DOL.

Does Hanover provide scientific subject matter expertise to proposals?

Hanover Grants Consultants primarily focus on the grantsmanship aspects of the proposal, but may address general scientific elements of a proposal, such as:

- **Construct or structure of the hypothesis and methodology.** While Hanover does not purport to provide “scientific reviews” that evaluate the specific science underpinning proposals, its grants consultants will flag where they think research questions, aims, and hypotheses could be strengthened and better aligned.
- **Literature review.** Hanover grants consultants will note places where a citation is needed and has not been included.
- **Clarity and focus.** When they suspect that narrative content lacks sufficient clarity, consistency, or rigor, Hanover grants consultants will pose questions to encourage the faculty to verify the science, and/or suggest a review by a senior colleague or program officer.

What documents can I submit to Hanover?

Hanover focuses on narrative components of a research proposal. Faculty are welcome and encouraged to provide Hanover additional proposal components for context (e.g. literature review, needs assessment, budget, letters of support, facilities and resources, biosketches, resource sharing plan). For reviews and revisions, most faculty submit the abstract, specific aims, and research strategy. For a resubmission of a previously unfunded proposal, faculty should plan to submit a copy of their original proposal along with the summary statement.