

## Wright Center Mock Study Section: Supporting Faculty Science and Funding

The Wright Center for Clinical and Translational Research hosts NIH-style Mock Study Sections which are designed to closely mimic an actual NIH study section. These review sessions for clinical and translational R and K series are aligned with the three NIH grants cycles. The goals of this program are to provide (1) a critical review and targeted, comprehensive feedback to applications on their complete grant application and (2) increase the likelihood of grant funding success of submitted (or resubmitted) grant applications by junior faculty.

*\*\*\*The Wright Center is striving to be flexible, where possible, and accommodate the review of applications to other federal and private funding agencies for junior faculty. Please note that for funding agencies for which the Wright Center is less familiar, we will strive to arrange a review that mirrors that agency's process as much as possible.*

### **Cycle I (Winter)**

**Date:** January 8-12, 2024 (new), February 5-9, 2024 (resubmissions)

**Time:** TBD

**Location:** Virtual via Zoom Meeting (links shared)

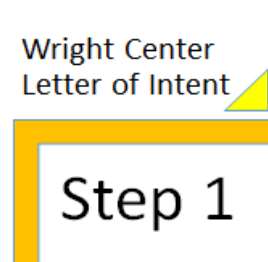
Cycle	NIH Deadline	LOI deadline	Grant material deadline	NIH Mock Study Section Window
Cycle I (Winter)	February 2024 (new)	November 10, 2023	December 15, 2023 (new)	January 8-12, 2024 (new)
	March 2024 (resubmission)		January 12, 2024 (resubmission)	February 5-9, 2024 (resubmission)

*\*\*\*Observers are encouraged to attend the Mock Study Section to receive a better understanding of the review process and to gain insight into how reviewers evaluate applications.*

### **Eligibility**

Wright Center Mock Study Section is available to:

- Current Wright SKolar CommuniTy members [priority]
- Collaborating junior faculty (e.g. previous KL2 applicants, and junior faculty linked to WCCTR)



### **Request**

Complete the [Wright Center Mock Study Section Letter of Intent \(LOI\)](#) to request participation in our Mock Study Section. Please upload the following documents:

- Hypothesis/Specific Aims of the proposed grant (1-page) (*helps committee identify and gather potential reviewers*)
- Mentee and Primary Mentor Agreement (*acknowledges deadlines and requirements*) **AND** Primary Mentor Review Form (*acknowledges review of grant components prior to submission*)

The deadline for submission of LOI for the winter cycle submissions is **November 10, 2023 by NOON EST**. If accepted, applicants will be informed on **November 14, 2022**. The applicant(s) will receive a link to submit a pdf of all grant materials.

Submit all  
grant materials  
for review

## Step 2

### Submission of Materials

The deadline for submission of grant materials for review in the winter cycle is **December 15, 2023 (new) OR January 12, 2024 (resubmissions)**. All grant materials **must be submitted by NOON EST** to the provided link in the acceptance email.

Grant materials are due roughly **three (3) weeks prior** to the mock study section. This time frame allows study section members the opportunity to review grants materials in-depth and provide feedback.

Applicants should make their proposals as complete as possible and adhere to NIH guidelines for the specific application. Mandatory proposal content required for participation is noted below. *Please note, if your proposal is a resubmission, please include the summary statement received and your responses to the prior reviewers' concerns.*

#### **R Series**

- Project Summary/ Abstract
- Specific Aims
- Research Strategy (significance, innovation, approach)
- NIH Biosketch for all key personnel
- Consultant/Collaborator Letter of Commitment

#### **K Series**

- Candidate
- NIH Biosketch for candidate and mentor(s)
- Research plan
- Other candidate information section
- Mentor, co-mentor, consultant, collaborator section
- Environment/institutional commitment to candidate

Attend Mock  
Study Section

## Step 3

### Mock Study Section

Participants will be assigned a mutually agreed upon mock study section date and time within a one-week window.

Applicants can expect to receive the summary statement feedback within **1 day** of the mock session (about **3-4 weeks** prior to the NIH deadline) allowing for revisions.

### Review of Timeline and Deliverables

**Nov 10, 2023**

NOON

- Letter of Intent
- Mentee/Mentor Agreements
- Specific Aims

**December 15, 2023 or**

**January 12, 2024**

NOON

- Submission of **ALL** grant materials for review

**Nov 14, 2023**

- Applicants informed of acceptance for *Cycle I Mock Study Section*

**January 8-12 or**

**February 5-9, 2024**

- Attend *Cycle I Mock Study Section*

### **Mock Study Section Review:**

- Grant distributed by WCCTR staff to reviewers for comprehensive feedback
- Grant is scored and reviewed by three study section members prior to section
- Entire panel discusses the proposal
- Chair (Nana-Sinkam, Dillon) summarize the discussion and reviewers revisit scores
- Entire panel completes score sheet
- Observers/applicant attend to learn the process and hear grant discussion

### **Summary Statement – Feedback:**

- Administration compiles written critiques
- Co-chair summarizes discussion
- Feedback returned to applicant no later than **one day** after session

### **Required Agreement Forms (Save DocuSigned Documents and Submit with LOI)**

- [Mentee and Primary Mentor Agreement and Review Form \(K Awards\)](#)
- [Mentee and Primary Mentor Agreement and Review Form \(R Series Awards\)](#)
- [Mentee and Primary Mentor Agreement and Review Form \(R21 Awards\)](#)

### **Resources from NIH/Washington University**

- [Grant Writing Book for K Series \(K08 sample\)](#)
- [Grant Writing Book for R Series \(R01 sample\)](#)
- [Biosketch Instructions](#)

### **Find sample applications and summary statements below:**

- Research grants: [R01](#), [R03](#), [R15](#), [R21](#), and [R21/R33](#)
- Training and career awards: [K01](#), [K08](#), [NSF Career](#)

### **Resources For Reviewers**

- [Definitions of Criteria and Considerations for Research Project Grant \(RPG/R01/R03/R15/R21/R34\) Critiques](#)
- [Definitions of Criteria and Considerations for K Critiques](#)
- Guides for reviewers: [R01](#), [R03](#), [R21](#)
- Guides for reviewers: [K01](#), [K02](#), [K07](#), [K08](#), [K22](#), [K23](#), [K24](#), [K25](#)
- [Reviewer Guidance on Rigor and Transparency](#)
- [Scoring System and Procedures](#)