

OVERVIEW: PART TWO

THE TEMPLATE FOR YOUR PROJECT NARRATIVE

Once you have completed all of the activities that are summarized in Part One, you will be positioned well to begin development of the *Methods and Approach*. It will consist of these sections for new applications (for renewal applications there would be an additional, “Progress Report” – see Chapter 11 for details):

INTRODUCTION

- **Overview – Long-Term Goals & Project Objectives**
- **Review of Relevant Literature**
- **Preliminary Data**

PROGRESS REPORT (IF APPLICABLE)

RATIONALE & SIGNIFICANCE

- **Rationale**
- **Significance**

METHODS AND APPROACH

- **Each Specific Aim**
 - ***Introduction***
 - ***Experimental Design***
 - ***Expected Outcomes***
 - ***Potential Problems & Alternative Strategies***
- **(Project Outputs)**
- **(Project Administration)**
- **Timetable**
- **Future Directions**

The process of developing your proposal should begin with the all-important *Overview* section and the third section, *Rationale and Significance*. These parts of your proposal have great importance in terms of both its writing and review. With respect to the former, the Overview constitutes the ‘template’ that will be used to write the rest of the proposal. In terms of review, they introduce reviewers conceptually to everything that is important and exciting about your proposal, thereby ‘hooking’ their interest and making them want to read the details that are provided in later sections.

Chapter six, “*Overview* Section: Conceptual Overview & Creating a Bullet Outline,” addresses the conceptual approach that underlies formulation of the *Overview* section and introduces you to the specific purpose for each of the components that collectively comprise this section. It will also direct you to a part of our Web site where you will find an interactive template that will help you develop the bullet outline that will facilitate the drafting of your *Overview* section.

Chapter seven, “Writing the *Overview* Section, will take you, step-by-step, through the development of text for your *Overview* section. This will begin with expansion of the bullet outline generated in response to chapter 6, which will then be refined to provide an integrated overview of everything that is important about your proposal.

Chapter eight, “Rationale and Significance Section,” will focus on development of the parts of your proposal that are arguably the most important ones in the entire grant application.

These are the parts of your application that will provide the ‘blueprint’ – the template or master plan – for development of the rest of your Methods and Approach. If these sections are written well, the rest of the Methods and Approach, as well as other parts of the application, become relatively easy to conceive and write. Thus, we encourage you to make an investment in them that will maximize the positive impact that they can have on preparation of the rest of your proposal.