



New Grant Pre-Submission/Post-Review Service Available to All Duke CFAR Investigators

In an effort to improve the overall quality of NIH grant submissions and thereby increase the likelihood of funding during this time of substantially lower NIH pay lines, the Duke CFAR is proud to offer a new review service to its members. CFAR Investigators are invited to submit their draft applications to the CFAR administrative offices (kjw@duke.edu) up to 3 weeks prior to the NIH submission deadline. Appropriately experienced Duke reviewers with a history of NIH support and/or service on NIH study sections will be selected to act as preliminary reviewers and make suggestions for potential revisions in advance of the submission deadline. Similar services are also offered for revisions and strategies for re-submission following receipt of NIH Summary Statements. A brief outline of our proposed review process is included below. We urge all CFAR investigators, especially young investigators, to take advantage of the broad base of scientific talent that exists within the Duke CFAR and is offered through this new review service. Please don't hesitate to contact us directly with any questions. Good luck with your grant writing.

Duke CFAR Pre-Submission and Post-Review Procedures

Pre-Submission:

- Principal Investigators may submit a draft of their application to the CFAR Director at least 3 weeks prior to the NIH submission deadline. New investigators as well as those investigators submitting completely new applications to the NIH are encouraged to seek review through the CFAR at an earlier stage in the grant writing and planning process in order to allow sufficient time for substantive revisions and potential development of new aims. Only the scientific portion of the proposal should be submitted, do not submit any budget sections containing salary information.
- The CFAR Director will solicit reviews from 2-3 senior investigators of the Duke CFAR, to include at least one reviewer who is familiar with the specific scientific area of the application and one whose expertise is outside of the specific research field. Reviewers will agree to review the application within one week and either submit written comments to the P.I. or meet independently with the P.I. to discuss specific comments and make suggestions for improvement. All reviews will be conducted under strict confidentiality.

Post-Review:

- Principal Investigators may submit an NIH Summary Statement (or other peer review document) to the CFAR Director.
- The CFAR Director will solicit comments from 2-3 senior CFAR investigators who will review the document and meet independently with the P.I. to suggest strategies/changes for re-submission. The CFAR staff and reviewers will consider all materials as strictly confidential.

Note: The next regularly scheduled NIH deadline for AIDS-related applications is January 7, 2008 and, therefore, the latest submission date for pre-review through the Duke CFAR is December 17, 2007. Non-NIH HIV/AIDS applications can also be submitted for CFAR review according to the guidelines above.