

## UMAPIT Program Description

**Purpose:** This is a faculty-initiated and University Administration-supported program aimed to support and strengthen the grant writing skills and funding success of UMaine faculty. This is accomplished through voluntary peer review of grant proposal drafts before they are submitted to funding agencies. All members of the UMaine research community are welcome to submit proposals, however, priority will be given to proposals from junior faculty, professional staff, and other faculty new to grant writing.

**Description:** A faculty member wishing to submit a grant proposal for internal review will submit a “notice of intent”. The proposal will be shared with UMAPIT reviewers at least **3 weeks** prior to the grant submission deadline. Pre-proposals, proposals, and resubmissions are all eligible for review, and should have a minimum annual budget of **\$75,000**. Proposals for foundations will also be considered and will typically involve a smaller budget. Up to 8 proposals per year will be accepted for review through this program on a first come, first served basis due to the limited funding for the reviewer stipends. Two advisory panel members will independently review the proposal and provide written feedback to the PI within one week. Reviewers will read the proposal to check for effective organization of the proposal, clarity of writing, a convincing rationale for the research and significance of the research, and a reasonable research plan and methods. The PI will then have at least two weeks to make revisions to the proposal before submission to the funding agency. UMAPIT forms, guidelines, and a roster of advisory panel members can be found at:

<http://umaine.edu/orsp/award-process/pre-award/proposal-preparation/umapit/>

**Recognition:** Advisory Panel members who review grant proposals will be recognized for this important service to the University in a variety of ways.

- A mini grant of \$300 will be awarded to the department of each faculty member who reviews a grant proposal through this program (or \$150 for pre-proposals), for the purpose of supporting the faculty and graduate student research.
- Faculty members providing reviews will be acknowledged publicly for their service by the University administration. Departments may also provide recognition of their faculty for this service.

The department, in consultation with the faculty member providing a proposal review, will have discretion over how the mini grant funds are used to support faculty or graduate student research, or to stimulate grant writing in their units. For example, these funds might be used to support graduate student research assistance, graduate student and/ or faculty travel to conferences, faculty travel to meet with funding agency representatives, or course-load reduction for faculty members writing grant proposals.

This program is a joint effort of the Faculty Senate, Vice President for Research & Dean of the Graduate School, Vice President for Finance & Administration, & the Office of Research and Sponsored Programs

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