wellcome trust

# TOP TIPS FOR SUCCESS

A successful grant application depends on many variables. Here is our simple guide and checklist to help you produce an appropriate proposal:

- Make sure the science is accurate and that you have relevant scientific input into the project.
- Does the science content relate to biomedical science?
- Are the aims, objectives and rationale for your proposal clear?
- Make sure your evaluation plans are appropriate to test whether you have met your aims and objectives. Consider developing imaginative ideas for evaluation and not just feedback forms. Have you read the evaluation guidelines on our website?
- Evaluation should not just assess audiences' responses but also document the process and lessons learned while developing and managing the project. You may want to consider employing an independent evaluator for the project.
- Think about ways to disseminate what you have achieved. Who would be interested in the lessons learned from your project and what is the best way to reach them?
- Project Summary – this is probably the most important section in your application; it is read first and so sets the first impression. Write this last.

**Examples of biomedical science topics include:**

Mental health, neuroscience, biotechnology, prenatal screening, antibodies and the immune system, biomedical ethics, stem cells, history of medicine, genes and development, hormones, DNA, antibiotics, facial reconstruction, body clocks, genetic modification, childbirth and fertility, organ donation, ageing, and animals in research.

- Make sure you have considered and then explained how you will engage your audience.
- Don't be overambitious with your project – be realistic about what you can achieve.
- If relevant, include plans on how the activity will be sustained.
- Have it proofread by someone who has not seen it before.
- Consult the application guidelines; make sure your project is eligible and that you fill out the application form correctly; make sure your responses answer the questions.
- Consult all the relevant expertise needed for the project.
- Avoid abbreviations, acronyms and jargon (unless you first explain them). If you have any doubts or questions, contact us!

Please note: Engaging Science grants schemes do not fund standard health education and promotion projects.

**Final checklist:**
- Check the science.
- Check the spelling.
- Ensure all co-applicants have read the proposal.
- Check that your budget adds up correctly.

Full guidelines, Grant Conditions, evaluation guidelines and application forms are available on our website at:
**www.wellcome.ac.uk/engagingscience**

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