

**Proposal Writing Institute**  
**Thursday, July 17, 2025 – Monday, July 21, 2025**  
**University of Wisconsin - Green Bay**  
**2420 Nicolet Drive, Green Bay, WI 54311**

**Thursday, July 17, 2025**

3:00-5:00PM	Arrivals and Check-in to Hotel
5:00-5:30PM	Introductions and Overview
5:30-6:30PM	Dinner and a Welcome from Chancellor
6:45-7:30PM	Plenary: <i>The Rhetoric of the Grant Proposal</i>
7:30-8:00PM	Group Meetings

**Friday, July 18, 2025**

8:00-8:15AM	Welcome and Logistics
8:15-8:45AM	Program Specific Overviews plus Q&A: <ul style="list-style-type: none"><li>• NSF-CAREER/ LEAPS</li><li>• NSF/NIH/HRSA Research Proposals- RUI, R-15, MSHP</li><li>• Foundations &amp; DOE-TRiO</li><li>• NSF Curriculum based: IUSE, SaTC Edu, CISE/OAC</li><li>• NSF Programmatic- REU, S-STEM</li></ul>
8:45AM-12:00PM	Time for Writing and Meet with Facilitators
12:00-1:00PM	Lunch and Roundtable Discussions
1:00-5:00PM	Time for Writing
5:00-6:00PM	Dinner and Roundtable Discussions
6:00-6:30PM	Panel Discussion: <i>Building the Budget</i>
6:30-7:00PM	Time for Writing
8:00-9:00PM	Send that Day's Work to Facilitators and Mingle at the Hotel

**Saturday, July 19, 2025**

8:00-8:30AM	Panel Discussion: <i>What Reviewers Look for and the Review Process</i>
8:30AM-12:00PM	Time for Writing
12:00-1:00PM	Lunch and Roundtable Discussions
1:00-5:00PM	Time for Writing
5:00-6:00PM	Dinner and Roundtable Discussions
6:00-7:30PM	Plenary: <i>How to Critique a Proposal</i>
8:00-9:00PM	Exchange Proposals with Your Group Members, Mingle at the Hotel and Then Read Drafts and Write Critiques

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**Sunday, July 20, 2025**

9:00AM–12:00PM Group Critique Meetings  
12:00-1:00PM Lunch and Roundtable Discussions  
1:00-4:00PM Time for Rewriting  
4:00-4:45PM Panel: *Assessment/Evaluation and Dissemination*  
5:00-6:00PM Dinner  
6:00-8:00PM Time for Writing at the Hotel  
8:00-9:00PM Send that Day's Work to Facilitators and Mingle at the Hotel

**Monday, July 21, 2025**

8:00-8:30AM Panel: *What's Next and Where to Go from Here: Developing a Detailed Timeline for Completing Your Proposal/Project and Other Ways to Keep the Momentum Going*  
8:30-11:00AM Time for Writing or Meeting with Facilitators  
11:00AM Institute Closes and Departures

**NOTE: Round Table Discussion Topics May Change Depending on Writer's Needs**

**Friday Lunch and Dinner Potential Offerings**

- *Preliminary Data - What and How Much?*
- *Drafting Clear Specific Aims/Goals/Research Questions*
- *Writing Broader Impact Statements and RUI Statements*
- *Foundations and Programmatic Proposals*

**Saturday Lunch and Dinner Potential Offerings**

- *Data Management Plans*
- *Role of Undergraduates in Research*
- *Sponsored Program Offices and How to Deal with Them*