

Announcing the first Grant and Proposal Writing Workshop

Sponsored by the African Society for Laboratory Medicine (ASLM) and US Centers for Disease Control (CDC)

October 10-14, 2011 in Johannesburg, South Africa

Dear Colleague,

We are pleased to invite your application to ASLM's first grant and proposal writing workshop. The workshop will focus on case examples of funding opportunities (Global Fund Round 11 and others) for key areas in HIV/TB Laboratory Research and Health Systems Strengthening that may have direct application to funding opportunities participants are currently considering. Speakers include Dr. Giorgio Roscigno, Dr. Wendy Stevens, and representatives of funding agencies.

Who should attend? This workshop is geared towards providing hands-on training for individuals who are responsible for developing laboratory-based research, surveillance, or programmatic proposals in response to published private and public sector funding opportunities. Examples include Laboratory Directors, Academic Faculty or Post-doctoral fellows/graduate student, Lab FELTPs, Laboratory or Program Managers for NGOs, etc who are interested in refining their writing skills and who will be actively engaged in preparing a funding application in the next 6-12 months.

Learning Objectives: At the completion of this course, participants will be able to:

- Identify potential funding sources and opportunities using online resources
- Conduct a needs assessment for responses to hot topics in laboratory medicine in Africa
- Describe key components of a proposal and composition of a proposal development team
- Develop/tailor boilerplate background materials (staff biosketches, organizational capability statements and histories, cover letters, etc) to support proposal applications
- Develop and populate a proposal outline
- Recognize standard templates for budget and develop a line item budget
- Understand the proposal and grant review process

Course Format: The course will use a combination of lectures/presentations and small group writing sessions in response to case examples of laboratory based funding opportunities. Mentors will assist with the refinement of boilerplate background materials and the development of prototype funding applications, budget and budget justifications. The goal of the workshop is to familiarize the participant with the proposal development process and provide hands on writing experience.



Venue: The workshop will be hosted at the African Centre for Integrated Laboratory Training (ACILT) based at the National Institute for Communicable Diseases (NICD) in Johannesburg, South Africa on **Oct 10-14, 2011**.



Enrollment Requirements: Workshop tuition (\$1500) will be covered by the African Society for Laboratory Medicine. Space is limited to 20 participants, and applicants must meet the following requirements:

- Participants should be individuals who are actively involved in the preparation of a grant/proposal for their organization in the next 6-12 months.
- Speak English (a future workshop is being planned to support Francophone writers)
- Available for participation throughout the entire 5-day workshop, including evening sessions.
- Submit a letter of support. Participants located must secure funding for their travel and lodging expenses; a limited number of partial travel scholarships for participants working in African countries outside of South Africa will be available from ASLM. Participants may identify their own accommodation or ACILT has negotiated a discounted rate of ~US\$ 165 at a hotel near the training site. A ZAR600 Registration Fee is due on the first day of the workshop.
- Be able to bring a laptop to the course.

Application deadline: September 12, 2011.

Please send questions and application materials to:

Natasha Nyanin
US Centers for Disease Control and Prevention
hyw2@cdc.gov; 001-404-639-1027

Sincerely,

The ASLM Grant and Proposal Writing Workshop Directors:

Giorgio Roscigno
Chief Operating Officer, ASLM

Beth Luman
AJLM Managing Editor

David Mukanga
Director, AFENET

Connie Sexton
Workshop Mentor

Application to Participate in ASLM Grant and Proposal Writing Workshop

Name: _____

Title: _____

Organization: _____

Country: _____

Phone: _____

Email: _____

Please select one below and attach a brief biosketch (to select a box, **right click** on box, select “properties”, then selected “checked”)

Lab Director that needs to develop funding proposals to increase laboratory capacities, technologies, management, equipment, etc

Lab Scientist in an NGO responsible for assisting in the response to funding proposals that have strong laboratory components

Lab FELTP or FELTP coordinator or supervisor, graduate student or post-doc student who will be seeking funding to do implementation science or a programmatic research project

Project Manager responsible for proposal development activities in response to internal or external funding opportunities or perceived need.

Academic laboratory research faculty responsible for responding to grant applications

Other: _____

- **Financial Support***: Workshop tuition (\$1500) will be covered by ASLM and lunch will be provided during the course. Participants must secure funding for their travel and lodging expenses-**a limited number of partial travel scholarships are available from ASLM for participants working outside of South Africa-see below for scholarship application form**. A discounted rate of ~US\$165/night has been negotiated at the Garden Court Eastgate Hotel in Johannesburg. A ZAR600 Registration Fee is due on the first day of the workshop.

I will be sponsored by: *(please check one)*

___ Employer ___ Other (please specify) _____

****Please provide a letter of commitment detailing your financial support.***

Comments: _____

African Society for Laboratory Medicine

Grant and Proposal Writing Workshop Scholarship Application

Name: _____

Title: _____

Organization: _____

Country: _____

Phone: _____

Email: _____

A limited number of travel scholarships (~\$500) may be available to subsidize travel costs for African participants who will be traveling to South Africa. If selected, participants will need to provide funding to cover remaining travel and accommodation costs. To apply for the scholarship, please complete this form and provide a biosketch and justification of need.

Biosketch: