Timeline: Writing a Research Proposal

First 12 weeks

Idea generation
Identify mentors, collaborators, partners.
Informal critique from mentors and collaborators regarding real merit of ideas/questions.

Plus 12 weeks

Literature search
Consult with statisticians and methodologists.
Refine ideas/questions after literature search and consultations to refine protocol and to draft a proposal.

Plus 8 to 12 weeks

Circulate draft proposal among collaborators to obtain detailed feedback for revisions.
Have face-to-face meetings; receive as much feedback as possible.
Determine if Letter of Intent (LoI) is required.

Plus 4 to 6 weeks

Start gathering administrative components and letters of support while collaborators do final protocol critique.

Plus 4 to 6 weeks

Collate final proposal with all administrative components: CVs, Letters of Support. Append "Annual Project Reports" if this is an application for an extension.

Plus 1 to 2 weeks

Final revisions to proposal.
Final approval from collaborators

Plus 1 to 2 weeks

Collect signatures
7 days before agency application
3-5 days: time before internal UBC deadlines.

Deadline 42 to 52 weeks from start

Submission before deadline or on time.