

**Date:** April 7, 2017 at 3:18:32 PM CDT

**Subject:** [fsc] SAVE-THE-DATE for "1st conference on preparing winning grants"

Dear Colleagues,

Save-the-Date for the May 11<sup>th</sup>, 2017 to attend the "1<sup>st</sup> conference on preparing winning grants". This meeting will focus on the food science and nutrition areas of science with an emphasis on mentorship and the enhancement of successful grant writing. The meeting will be held in Dover, Delaware sponsored by USDA NIFA-Institute of Food Safety and Nutrition in partnership with Delaware State University. We anticipate a registration cost of approximately \$75.00 per person. The preliminary agenda is attached as additional conference information is forthcoming.

Best Regards,

Dawanna James-Holly, PhD

USDA NIFA Institute of Food Safety and Nutrition

Division of Food Safety

<https://nifa.usda.gov/office/division-food-safety>

**Draft Agenda**  
**Delaware State University/USDA-NIFA Food Safety and Nutrition**  
**1<sup>st</sup> Conference on Preparing Winning Grants**  
**May 11, 2017**  
**8am-5pm**  
**Dover Downs Hotel and Casino, Dover, DE 19901**

<b>Time</b>	<b>Activity</b>	<b>Location</b>
8:00 am	Registration, Breakfast, and Poster Set-up	TBD
8:30 am	Welcome and Overview – USDA NIFA and Delaware State University	TBD
9:00 am	Mentoring Session Opening <ul style="list-style-type: none"> <li>• Overview on the process</li> <li>• Structure and framework for relationships</li> <li>• Items for discussion (Common errors, too many objectives, budget, panel process misconceptions)</li> <li>• Identify assigned mentors</li> <li>• Small group Icebreaker</li> </ul>	TBD
9:20 am	Break	
9:30 am	Break out into mentoring groups <ul style="list-style-type: none"> <li>• Mentors should use an old successful proposal for reference</li> <li>• Mentees should have a recently submitted, but rejected proposal or draft proposal they plan to submit this FY</li> <li>• Work through challenges and questions as a small group</li> <li>• Summarize overall challenges and recommendations for improvement</li> </ul>	Break out rooms
10:50 am	Break	
11:00 am	Reconvene – Report out to the larger audience <ul style="list-style-type: none"> <li>• Identify common challenges</li> <li>• Recommended collective strategies for success from mentors</li> </ul>	TBD
11:30 am	Mock Panel with a sample proposal to review and rank	TBD
12:00 pm	Working Lunch – Collaboration and Team Building Speaker - TBD	TBD
1:00 pm	NIFA Experienced Panelist Speaker	TBD
1:30 pm	Lightning Talks 5 minute talks – 6 lightning talks – TBD	TBD
2:15 pm	Poster Session and Networking Break	TBD
3:00 pm	Successful Grantee Roundtable Panel	TBD
3:45 pm	NPL Roundtable Panel	TBD
4:30 pm	Evaluation and Adjourn	TBD