



Proposal Writing & Grant Management Workshop 2026

February 15th – 17th

Nugget Casino Resort

1100 Nugget Ave.

Sparks, NV 89431

Sunday, February 15th (Chalet Terrace)

7:00 to 8:00 pm Reception (optional)

- Welcome to TCUP Proposal Writing and Grant Management Workshop
- Introductions and Agenda Highlights

Monday, February 16th (Southern Pacific B/C/D)

7:30 am Breakfast

8:30 am Call to Order

Welcoming and Opening Remarks (Frankie, Jeremy, and Scott)

8:45 am The NSF/TCUP Program and Introduction to ATE: Strands, Deadlines, and other Information

Jody Chase, Lead Program Director, NSF-TCUP

Olga Pierrakos, Lead Program Director, NSF-ATE

9:15 am Thinking Strategically: STEM Strategic Planning

Scott Friskies, Director of Sponsored Programs, Aaniiih Nakoda College

10:00 am Break

10:15 am Elements of an NSF TCUP Proposal: Required Components, Strand Specific Elements, and Supporting Documents

Scott Morgan, TCUP Hub Director

10:30 am Project Summaries: First Impressions – effective Intellectual Merit and Broader Impact statements (interactive discussions)

Scott Morgan and Costello Brown

11:15 am Preparing to Write a Proposal: Goal Setting and Project Design (aligning various activities and components to each other and to the project objectives)

Kathy Adair, Director of Development, Bay Mills Community College

Noon Networking Lunch

1:00 pm Small Group Session: working on proposal outlines

2:00 pm Break

- 2:15 pm **Overview of Project Fiscal and Fund Management:** Allocable, Allowable Costs, and Budget Management
Steve Dupuis, IMSI/AMP Director, Salish Kootenai College
- 3:00 pm **Core Principles of Merit Review:** Proposal Review Process
Jeremy Guinn, Director of the Intertribal Research & Resource Center, UTTC
- 3:45 pm **Assignments** (prepare for the Mock Panels)
- 4:00 pm Adjourn for the Day

Tuesday, February 17 (Southern Pacific B/C/D)

- 7:30 am **Breakfast**
- 9:00 am **Call to Order**
- 9:15 am **Mock Panels**
 - Panel 1: Jeremy
 - Panel 2: Steve
 - Panel 3: Scott F.
 - Panel 4: Scott M.
 - Panel 5: Cos
- 11:30 am **Group Discussion**
- Noon Networking Lunch
- 1:00 pm **Designing for Success: Building Evaluation and Reporting Readiness into Your Proposal:** Essential evaluation-related elements to build into your proposal now so your project is easier to implement, improve through feedback, and report on once funded.
Frankie Harriss, Hawai'i Mini Hub Director
- 1:45 pm **Small Group Session**
- 2:30 pm Break
- 2:45 pm **Budgeting and Alignment with Stated Activities/Objectives:**
Scott M.
- 3:15 pm **Sponsored Programs SIG**
Scott F.
- 4:00 pm Adjourn Workshop

Participants are requested to bring your one page Project Summary, these will be reviewed by our team of consultants, and you will receive their advice.