

Proposal Writing & Grant Management Workshop 2026

May 29 - June 01

Ala Moana Hotel, 410 Atkinson Drive

Honolulu, HI 96814

Friday, May 29th

5 - 7:00 pm

Reception

Welcome, Introductions, Agenda, and Logistics

Saturday, May 30th

7:30 am

Breakfast

8:30 am

Call to Order

Welcome and Opening Remarks (*Frankie, Jeremy, and Scott*)

8:45 am

The NSF/TCUP Program:

Strands, Deadlines, and other Information

Jeremy Guinn, Director of the Intertribal Research & Resource Center, UTTC

9:15 am

Thinking Strategically: Alignment with Institutional Goals.

Frankie Harriss, Hawai'i Mini-Hub Director and Valerie Barko, Kaula'i County Administrator, College of Tropical Agriculture and Human Resilience (CTAHR)

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, TCUP Hub Director

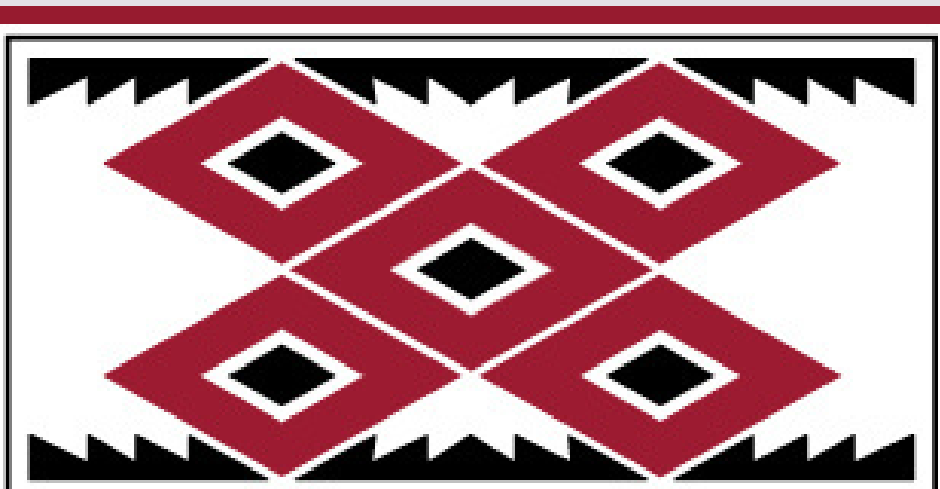
11:15 am

Preparing to Write a Proposal: Goal Setting and Project Design (aligning various activities, components, and project objectives)

Kathy Adair, Director of Development, Bay Mills Community College

Noon

Networking Lunch (interest topics)



UNITED TRIBES
TECHNICAL COLLEGE

TCUP HUB

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1:00 pm	Small Group Session: Strengthening Proposal Summary
2:00 pm	Break
2:15 pm	Designing for Success: Building Evaluation and Reporting Readiness into Your Proposal for Improved Implementation, Feedback, and Reporting <i>Frankie Harriss, Hawai'i Mini-Hub Director</i>
3:00 pm	Core Principles of Merit Review: Proposal Review Process <i>Jeremy Guinn, Director of the Intertribal Research & Resource Center, UTTC</i>
3:45 pm	Assignments: Prepare for the Mock Review Panels
4:00 pm	Q & A
4:15 pm	Adjourn for the Day
Sunday, May 31st	
8:00 am	Breakfast
9:00 am	Call to Order
9:15 pm	Mock Panels: Jeremy Panel 1 Scott Panel 3 Steve Panel 2 Kathy Panel 4
11:15 am	Group Discussion: Panel Derived Insights (Report Out)
11:45 am	Introductions: Arrival of Workshop Group 2
Noon	Networking Lunch (Strands)

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1:00 pm

Overview of Project Fiscal and Fund Management: Allocable, Allowable Costs, and Budget Management
Steve Dupuis, IMSI/AMP Director, Salish Kootenai College

1:45 pm

Creating a Compelling Proposal

Jeremy Guinn, Director of the Intertribal Research & Resource Center, UTTC

2:30 pm

Break

2:45 pm

Sponsored Programs SIG

Scott Morgan, TCUP Hub Director

3:15 pm

Maximum Impact, Minimum Stress: Navigating the UH Grant Process

Valerie Barko, Kaua'i County Administrator CTAHR

4:15 pm

Adjourn for the Day (End of Workshop for Group 1)

Monday, June 1st

7:30 am

Breakfast

8:30 am

Call to Order

8:45 am

UH Panel Session. Facilitators: Frankie Harriss, Hawai'i Mini-Hub Director and Valerie Barko, Kaua'i County Administrator (CTAHR).

Panelists: Victoria Rivera, Assist. VP, Research Admin. and Compliance, UH; Ardis Eschenberg, Chancellor, Windward CC; Stanford Fichtman, Asst. Director to the Grants Office, Kapi'olani CC

10:00 am

Break

10:15 am

UH Panel Session. **Facilitators:** Frankie Harriss, Hawai'i Mini-Hub Director and Valerie Barko, Kaua'i County Administrator (CTAHR).

Panelists: Victoria Rivera, Assist. VP, Research Admin. and Compliance, UH; Brandon Higa, Director of Resource Development, Kapi'olani CC; RCUH Rep

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11:15 am

Grant Management in Practice: Key Processes, Pitfalls, and Transitions

Scott Morgan, TCUP Hub Director

Frankie Harriss, Hawai'i Mini-Hub Director

Noon

Networking Lunch

1:00 pm

Funding Your STEM Programs

Kathy Adair, Director of Development, Bay Mills CC

1:45 pm

Evaluation and Reporting: Improving Performance and Demonstrating Impact

Steve Dupuis, IMSI/AMP Director, Salish Kootenai College

2:30 pm

Break

2:45 pm

Interactive Discussion: Addressing Questions and Key Issues

4:00 pm

Adjourn Workshop