# Meeting Summary – Proposal & Award Analysis for PIs

Date: April 11, 2025

Presenter: Md Ismail Hossain

## 1. Introduction (1-2 min)

Thank you for your time, Dr. Parag. I’ll briefly walk through the proposal submission and funding trends till March 19, 2025, focusing on PI engagement, funding sources, and areas where we can make strategic improvements.

## 2. Overall Metrics

- Total PIs Evaluated: 94

- Active (≥1 proposal or transfer): 57 (60.6%)

- Inactive (no proposals): 37 (39.4%)

- Total Funds Secured: $14,025,374

- Proposals: $11.5M (78.5%)

- Transfers: $2.5M (21.5%)

## 3. Proposal Dynamics

- Median time to 1st proposal: 6.2 months

- 77.2% submitted within first year

- 61.4% first submission was as federal grant!

**Action Point:** Support new PIs in first 6–12 months with onboarding & grant writing help.

## 4. Fiscal Year Trends

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| FY | Proposals | Awards | Transfers | Funds |
| 2023 | 4 | 4 | 0 | $7.64M |
| 2024 | 32 | 12 | 7 | $2.03M |
| 2025 | 109 | 10 | 5 | $2.05M |

Insight: Despite more submissions in FY2025, the award rate is low.

## 5. Inactive PIs

- 37 PIs didn’t submit proposals.

- Likely barriers: department support, unclear process, resource access.

**Recommendation:** Conduct a quick survey or 1-on-1 follow-up to identify needs.

## 6. Key Recommendations

✅ Targeted support for new PIs

✅ Internal pre-submission peer review

✅ Inactive PI re-engagement plan

✅ Quarterly PI dashboard tracking

## Close (Last 5 min)

I welcome your input on which areas you'd like us to prioritize, or if there are any directions you'd like us to explore further.