



ANNOUNCEMENT



Solicitation of Applications

for the

Henry Ford Cancer Institute Grant Mentorship Award

Award Description:

For 2017, the Henry Ford Cancer Research Advisory Group (CRAG) has funds for up to three Grant Mentorship Awards. This award is designed for junior cancer researchers who would like to enlist the services of senior investigators to serve as grant-writing mentors in the applicant's field of cancer research. The award amount is \$2000 that is used to compensate the senior investigator for time spent on phone calls, emails and writing/editing involving work toward the junior investigator's NIH grant submission. The senior investigator should have a demonstrated track record of successfully attaining NIH R01-level grants and be willing to sign a written contract to provide mentorship services during the period of grant preparation.

Mentee Qualifications:

The Grant Review Mentorship program is open to all junior cancer researchers. Applicant Mentees should:

1. Have a desire to work closely with a senior investigator to help strengthen their extramural research grant application in the field of oncology.
2. Be available for regular communication via email and conference calls.
3. Communication should occur at least monthly from the time of Reviewer Mentor selection until the Mentee submits his/her grant application.
4. Mentees are responsible for initiating all interactions, providing sufficient advance notice of meetings, and updating their Reviewer Mentors and the CRAG on the mentoring progress at regular intervals.
5. Mentee must notify the CRAG when the grant is submitted and of the status of the grant review within 30 days of notification from the NIH.

Application Submission Deadline:

May 1, 2017

Direct Questions to:

Fatima Ogaily, MPH at fogaily1@hfhs.org

HFCI/CRAG Grant Mentorship Award

Application Information

I. Mentee Application Process:

- ◆ Applicant Mentees should apply to the Grant Review Mentorship Program at least one year before the date of their planned grant submission.
 - i. The Grant Review Mentorship Program requires:
 - 1. Proposed grant submission timeline and funding mechanism**
 - 2. Applicant Mentee's Specific Aims page**
 - 3. Potential Mentor(s) biographies (one page each)**
 - ii. Once the application is complete, all three required documents must be submitted to Fatima Ogaily at fogaily1@hfhs.org.
 - iii. The CRAG will conduct a first tier review and evaluate all applications within one month of receiving application.
 - iv. If the application is approved, the Applicant Mentee must sign an "Applicant Mentee Agreement" and will be responsible for recruiting the Review mentor.
 - ❖ *For mentor qualifications/requirements, please see section IV.*
 - v. The applicant should send documentation of the "Review mentor agreement" to participate in the program by way of a letter of support of the applicant and his or her research project.
 - vi. Unsuccessful recruitment of a mentor within one month of the application approval by the CRAG may result in the application approval being revoked.

II. Program Process

1. The Mentee and Mentor must develop a schedule for their communications that would provide for at least monthly contact.
2. The Mentee and Reviewer Mentor will exchange drafts and revisions of the grant application for an expected period of six months (though this time frame may vary based on the grant application deadline), during which the mutual goal will be submission of the Applicant Mentee's grant application for funding.
3. Both parties are expected to work in good faith with appropriate efforts to meet the agreed upon schedule.
4. The Reviewer Mentor is expected to, at a minimum, review all drafts and provide comments and guidance in an effort to strengthen the application.
5. The Mentee is responsible for informing the CRAG of the final status of his/her extramural grant application once final notification is received.

III. Mentor Qualifications

1. Mentor Applicants should meet most of the following standards in order to be considered for the Grant Review Mentorship Program:
 - a. Have received or are currently funded via an NIH R01-level (or equivalent) grant and/or have preferably have previously served on an NIH Study Section.
 - b. Be available to complete at least one six-month mentorship.
 - c. Be available, with sufficient advance notice, for regular communication via email and conference calls, to provide quality feedback for the applicant mentee.
 - d. Communication should occur at least monthly from the time of Mentor selection until the Mentee submits his/her grant application.

IV. Program Award/Honorarium

- ◆ Acceptance into the program includes a \$2,000 award used as an honorarium for the Reviewer Mentor.
- ◆ Payment to the mentor includes a \$500 award once he or she agrees to be a mentor with the remaining \$1,500 paid after the mentee successfully submits his or her grant application.
- ◆ It is up to the mentee to determine whether the mentor successfully fulfills the obligations of the contract.

V. Mentor and Mentee Confidentiality

- ◆ During the terms of the program agreement, all confidential information made known to the Reviewer Mentor in connection with the Applicant Mentee or the review performed shall be considered confidential and/or proprietary, and only used in accordance with the program.
- ◆ Confidential information may be used by Reviewer Mentor only for purposes of performing his or her review, and Reviewer Mentor will maintain the confidentiality of this information.