

# **Grant-Writing Mentorship Program**

## **FY2009**

### **Purpose**

The objective of the grant-writing mentorship program is to facilitate the development of competitive external grant proposals by providing individualized mentorship and training to relatively new faculty or tenured faculty lacking experience in grant writing. This program will support the development of external grant proposals that will have a broad impact on the research mission of the University. The Grant-Writing mentorship program will pair an inexperienced faculty member (the mentee), with an interest in writing a major grant proposal, with a senior faculty member (the mentor) with demonstrated expertise and success in securing funding from the agency targeted by the mentee. The program remedies two fundamental difficulties facing faculty in their efforts to establish a rigorous, externally funded research program: 1) a lack of time to develop major research proposals, particularly when faced with the challenge of developing new courses and 2) a lack of experience in writing competitive grant proposals. The program will remedy the first problem by providing funds to purchase release from a single course, thereby providing the time needed by the mentee to write a proposal. The program will remedy the second problem by providing the mentee with an experienced, seasoned mentor that will help guide the development of the proposal.

### **Award Funds**

Each mentee will be given a release from one course, for which salary dollars (\$4,000) will be provided to the participating department to pay for a suitable replacement. Because this mentorship program will be an iterative process involving regular meetings between the mentor and mentee, and multiple drafts of the proposals that will be carefully edited by the mentor, the program will provide a modest stipend to the mentor. Each mentor will receive \$1,000, \$500 upon the initiation of the mentorship and \$500 upon the submission of a full grant proposal through RSP.

The Grant-Writing Mentorship Program will support a total of 10 inexperienced faculty members with a documented interest in developing a research proposal for submission to a major funding agency. Funding through this program is intended only for grants or contracts to be submitted and administered through Research and Sponsored Programs, and the mentee must serve as the "Principle Investigator" on the proposal submission.

### **General Guidelines**

Priority will be given to principal investigators with viable research programs but inexperienced in grant writing, regardless of rank or years of service. The program is intended to support the development of *new* proposals, so requests for funds to support a revision of a previous grant submission will not be considered.

Following the selection of the mentees (~five supported in each semester of the academic year), RSP will identify a suitable mentor based on the agency to which the mentee will be submitting his/her proposal. Mentors will be selected based on their experience and success in securing external funding and their desire and ability to mentor junior faculty.

## **Application**

Completed applications must be accompanied by a curriculum vitae. Applicants will be required to provide details on a specific sponsored research project, including a project title, brief description, funding source, amount of funds to be requested (estimated) and potential full RFP (not a pre-proposal).

Applicants requesting course release for **Fall 2008** must submit their application to Research & Sponsored Programs office (HOV 310) no later than 4:00 p.m. on **May 2, 2008**. Applicants requesting course release for **Spring 2009** must submit their application to Research & Sponsored Programs office (HOV 310) no later than 4:00 p.m. on **October 31, 2008**. (All cover pages will be date and time stamped upon receipt in RSP.)

## **Review Criteria**

Selections will be based upon the academic record of the applicant and the potential for securing significant external funding. The ideal candidate would be a faculty member whose research program is sufficiently advanced to support a competitive proposal but who, owing to a lack of experience or mentoring, has not succeeded in obtaining external funding despite some attempts to do so. If more than 10 applications are eligible, selection will be made by a committee made up of the Director of Research and the College Research Coordinators. Mentees previously receiving support under the auspices of the program are not eligible to apply.

## **Obligations**

After submitting the grant proposal through Research & Sponsored Programs, the mentee must send an e-mail to [jswanton@ilstu.edu](mailto:jswanton@ilstu.edu) to confirm completion, specifying project title and funding agency. Submission of the proposal is required to maintain eligibility for other programs sponsored by RSP.

Any individual that receives a course release through the grant-writing mentorship program assumes a professional obligation to return to the University for a period of at least one full academic year subsequent to the academic year in which the release was provided. Individuals who fail to return to the University for one full academic year subsequent to the academic year in which they receive the course release agree to reimburse the University for the cost of the teaching release.

## Grant-Writing Mentorship Program FY2009

The objective of this program is to facilitate the development of competitive external grant proposals by providing individualized mentorship and training to high-potential research faculty lacking experience in grant writing. The Grant-Writing mentorship program will pair an inexperienced faculty member (the mentee), with an interest in writing a major grant proposal, with a senior faculty member (the mentor) with demonstrated expertise and success in securing funding from the agency targeted by the mentee. Funding through this program is intended only for those grants or contracts to be submitted and administered through Research and Sponsored Programs. Also, the participant must serve as the “Principle Investigator” on the proposal submission.

Amount	Each mentee will be given a release from one course, for which salary dollars (\$4,000) will be provided to the participating department to pay for a suitable replacement. Each mentor will receive \$1,000, \$500 upon the initiation of the mentorship and \$500 upon the submission of a full grant proposal through RSP.
Eligibility	Tenured and Tenure-track faculty. Priority will be given to principal investigators with viable research programs but inexperienced in grant writing, regardless of rank or years of service. Mentees previously receiving support under the auspices of the program are not eligible to apply.
Application Deadline	For Fall 2008 course release: May 2, 2008 by 4:00 P.M. For Spring 2009 course release: October 31, 2008 by 4:00 P.M.
Program Guidelines	<a href="http://www.rsp.ilstu.edu/internal_grant/">http://www.rsp.ilstu.edu/internal_grant/</a>
<b>Application Information</b>	
Application Cover Sheet	<a href="http://www.rsp.ilstu.edu/internal_grant/">http://www.rsp.ilstu.edu/internal_grant/</a>
Items to Submit	Application Cover Sheet (submit hard copy) and curriculum vitae
Submit to:	Scott Sakaluk, Research and Sponsored Programs, Campus Box 3040, HOV 310
<b>Award Information</b>	
Application Reviewer(s)	Director RSP and College Research Coordinators
Award Notification	For Fall 2008 course release: May 16, 2008 For Spring 2009 course release: November 14, 2008
External Proposal Submission Dates	December 1, 2008 through December 31, 2009
Final Report Requirements	After submitting the grant proposal through Research & Sponsored Programs, send e-mail to <a href="mailto:jswanton@ilstu.edu">jswanton@ilstu.edu</a> to confirm completion, specifying project title and funding agency.
<b>RSP Contact Information</b>	
Contact Person	Scott Sakaluk, Director of Research or Janis Swanton
Telephone	(309) 438-2528