THIS IS A TEMPLATE for T32 MENTOR LETTERS (Do not exceed 2 pages)

Date

Dear Members of the Review Panel:

Intro Paragraph: Provide a few sentences describing your enthusiasm for the applicant, how you know the applicant and your role in the application.

Paragraph 2: Research project

- explain the research project in a few sentences, explain its importance, and describe the infrastructural support that you have to ensure success.

Paragraph 3: Mentoring

- Describe your role as a mentor and how you will interact and mentor the applicant (explicitly list the activities that will be completed and the frequency)
- Describe previous mentoring experiences and successes
- If the research mentor, describe grants/funding that will ensure the project can be completed successfully
- Note: It is helpful to understand your mentoring experience if your trainees' names are underlined in the citations/publications on your NIH biosketch.

Paragraph 4: Further training in clinical and translational research

- Describe additional training that the applicant will complete to address career development needs

Paragraph 5: Financial support available to support research and trainee.

- Describe if resources exist to support a second year should the CCTSI T32 have a gap in funding

Closing paragraph: Emphasize excitement for applicant and reason. What is the added value of the T32 program for the applicant