<u>Research Faculty Mentor Program</u>

Program Overview

The Office of Research Services is pleased to invite applications for the **2026 Research Faculty Mentor Program**, an initiative designed to strengthen research and creative activity capacity through structured mentorship, collaboration, and the development of competitive sponsored projects.

This two-year mentoring program will pair tenure-track or tenured faculty mentees with tenured faculty mentors that have an active research and creative activity agenda to promote sustained collaboration, accelerate research independence, and provide structured support for grant development and submission. Priority will be given to interdisciplinary research or creative activities with strong potential to lead to competitive, externally sponsored funding, particularly those that support the success of faculty at critical early-career stages.

In addition to faculty collaboration, each mentoring team will be paired with an Office of Research Services (ORS) Pre-Award Specialist, who will:
- Help identify relevant funding opportunities
- Provide project management support throughout the year, and
- Assist in the preparation and submission of final grant proposals.

Mentor Responsibilities

Mentors are encouraged to connect mentees with methodologists, statisticians, and interdisciplinary collaborators to broaden their research toolkit:
- Actively mentor two faculty members on research strategy and development.
- Integrate faculty into their current research and creative activities where appropriate.
- Collaboratively work toward the submission of a federal grant proposal by the end of the program year (submission timing based on relevant deadlines).
- Support faculty by:
    o Adding them as senior key personnel on their proposals,
    o Assisting them in developing and submitting their own proposals as lead PI,
    o Co-authoring publications,
    o Providing opportunities to join existing writing groups, and/or
    o Connecting mentees with other faculty to expand publishing networks.

Mentee Responsibilities

Mentees will be expected to engage in publishing workshops, develop a dissemination plan for their research, and practice strategies for positioning themselves as emerging thought leaders:

- Actively engage with the mentor's team
- Contribute to the development of a federal grant proposal
- Participate in mentor's ongoing research and creative activities (if applicable)
- Develop an individual research and creative activity development plan

ORS Pre-Award Specialist Support

ORS support includes:

- Strategic guidance on identifying aligned federal and external funding opportunities.
- Timeline and task coordination to support effective project management.
- Technical and administrative support throughout the grant proposal process.
- Navigating institutional resources for writing support and,
- Exploring ways to align grant activity with career visibility.

Program Funding

- Mentor Stipend: $6,000/year
- Mentee Stipend: $3,000/year for each mentee (maximum of 2 mentees per year per mentor)
- Mentorship Engagement Budget: $2,000 per mentor (for research-related activities, conferences, and meetings) per year

Key Dates

- March 2, 2026 (5pm CST): Deadline for receipt of Applications
- April 1, 2026: Awards Announced
- April 13, 2026: Research Mentor Program starts
- April 12, 2028: First Round of the Research Mentor Program ends

How to Apply:

Application Process for Mentors

Interested faculty are invited to apply to serve as mentors in the Research Faculty Mentor Program. Mentors play a critical role in supporting faculty research development, fostering a culture of externally funded scholarship, and advancing collaborative research and creative activity initiatives across the university.

Submit materials on this FORM

1. **Statement of Interest [2-3 pages]**
   o Current research and creative activity agenda and areas of scholarly expertise.
   o External funding history, including major sponsors and award types.
   o Experience mentoring faculty, postdoctoral scholars, and/or students.
   o Specific ideas for integrating mentees into existing research projects or developing new collaborative research efforts.
   o Planned approach to mentoring, including expectations for meeting frequency, feedback on manuscripts and proposals, and strategies for supporting mentees' professional growth.
   o Briefly describe proposal submissions from the past three years, including funding agencies, project roles (e.g., PI, Co-PI), and outcomes (funded, pending, or not funded) and other relevant scholarly activities that demonstrate research leadership and mentoring capacity.

2. **Curriculum Vitae (CV) [Maximum 5 pages]**
   o Include current and pending grant activity, publications, and relevant academic contributions.

Mentors should be actively engaged in proposal development and willing to commit time and expertise throughout the program years. This includes participation in mentor–mentee meetings, collaboration with the Office of Research Services (ORS), and support for proposal development and submission activities.

Application Process for Mentees

Interested faculty are invited to apply to participate as mentees in the Research Faculty Mentor Program.

Submit materials on this [FORM](#).

1. **Statement of Interest [1–2 pages]**
   - o Describe your research agenda and long-term goals.
   - o Explain how participation in this program will support your professional development.
   - o Identify specific areas where you seek mentorship (e.g., grant writing, methodology, publishing, interdisciplinary networking).

2. **Curriculum Vitae (CV) [Maximum 5 pages]**
   - o Include current and pending grant activity, publications, and relevant academic contributions.

3. **Preliminary Research Development Plan [1-2 pages]**
   - o Outline one or two projects you would like to advance through the program, noting alignment with external funding opportunities.

Applicants should be prepared to commit to active participation in mentoring activities, workshops, and proposal development throughout the program year.

Selection Criteria

Mentee and Mentor applications will be reviewed by a faculty/ORS review committee. Selection will be based on:

- **Eligibility**: Tenure-track or tenured faculty with significant experience in submitting external proposals and/or publications (mentors). Tenure-track or tenured faculty with a research agenda that aligns with external funding opportunities (mentees).

- **Motivation & Fit**: Clear articulation of research goals and commitment to engaging fully in mentoring activities.

- **Potential for Growth**: Demonstrated capacity and commitment to mentorship that advances faculty research and creative skills, grant competitiveness, and scholarly visibility (mentors). Demonstrated need for mentorship to advance research and creative activity skills, grant competitiveness, or visibility in their field (mentees).

- **Interdisciplinary Potential**: Ability to contribute to cross-disciplinary collaborations.

- **Program Balance**: Ensuring diverse representation across colleges, disciplines, and perspectives.

- **Shared Research Agenda:** Availability of mentors/mentees that coincide with your research agenda

Selected mentees will be paired with selected mentors and an ORS Pre-Award Specialist to form a mentoring team that works toward grant submission and professional development outcomes.

Required Outcomes and Deliverables

All program participants are expected to meet the following outcomes and reporting requirements:

- **Mid-Year Progress Meetings:** Participate in two mid-year progress report meetings with Office of Research Services staff to discuss progress, challenges, and next steps related to mentoring, research development, and proposal activity.

- **Annual Report:** Submit one annual report summarizing mentoring activities, research progress, proposal submissions, and outcomes achieved during the program year. Report is due at the midpoint of the program to academicinnovation@depaul.edu.

- **Final Report:** Submit one final report at the conclusion of the program documenting overall accomplishments, lessons learned, and future research and funding plans. Report is due one month after the end of the program to academicinnovation@depaul.edu.

Completion of these deliverables is required for participation in the program and to inform program assessment and improvement efforts.