Winthrop P. Rockefeller Cancer Institute Junior Faculty Mentoring Program

Overview: The Winthrop P. Rockefeller Cancer Institute is committed to the successful development of junior faculty performing cancer relevant research in Arkansas. Towards this commitment, the Junior Faculty Mentoring Program provides research-focused mentoring to junior faculty with a primary goal of obtaining a cancer relevant R01 level grant within three years. Junior faculty will receive mentoring from highly successful members of the cancer institute. Program participants will have access to resources for extramural proposal development, review, and submission.

Eligibility and Participation: Tenure-track UAMS Assistant Professors who are cancer institute members, have not yet received their first R01 level grant, and are currently receiving financial research support (e.g., start-up funding, salary support) from the cancer institute are eligible and encouraged to participate.

Mentors:
- *Primary Mentor*: Each junior faculty will be assigned a mentor(s) who has a proven record of accomplishment in obtaining extramural cancer relevant funding, shares a similar research focus, and is a cancer institute member.
- *Executive Mentoring Committee*: The Executive Mentoring Committee is composed of the cancer institute Director or Deputy Director, Associate Director for Education and Training, Department Chair or designee, and assigned Primary Mentor.

Mentoring meetings:
- Junior faculty will have meetings with their Primary Mentor at least every 6-8 weeks. Junior faculty will fill out an online report following each meeting here.
- Junior faculty will have biannual meetings with the Executive Mentoring Committee, which will include a presentation of research progress towards extramural funding and milestones.

Milestones:
- Submission of a R01 level grant to NCI or a CCSG approved funding agency by the end of year 2 in the program
- Extramural funding by year 3 in the program
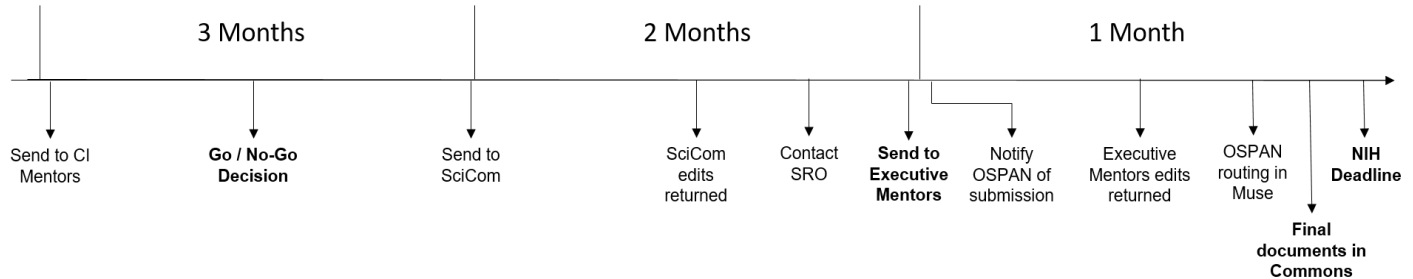- Annual publication of ≥1 corresponding author manuscript(s) in cancer relevant journals

Requirements:
- Attending meetings with the Primary Mentor and Executive Mentoring Committee
- Timely completion of mentoring meeting reports
- Participation in all scheduled mentoring program activities
- Attending relevant cancer institute events including Research Program meetings, research retreats, and sponsored seminars

Proposal development and mock review: By the completion of year 2 in the program and at least one month prior to proposal submission, junior faculty will provide the Executive Mentoring Committee their R01 level proposal for critical evaluation. The Executive Mentoring Committee will provide a NIH style critique and work one-on-one with the junior faculty to address deficiencies prior to submission.

Graduation: Junior faculty will be considered "graduated" from the mentoring program upon funding of an R01 level grant from NCI or a CCSG approved funding agency. Upon graduation, faculty will be eligible to participate as mentors for other junior faculty.

![UAMS | Winthrop P. Rockefeller Cancer Institute]

Proposal Submission Timeline

3 Months	2 Months	1 Month

Send to CI Mentors	**Go / No-Go Decision**	Send to SciCom	SciCom edits returned	Contact SRO	**Send to Executive Mentors**	Notify OSPAN of submission	Executive Mentors edits returned	OSPAN routing in Muse	**Final documents in Commons**	**NIH Deadline**

Mentees should work with their OSPAN contact and/or department administrator to route proposals for internal approvals and submission to NIH.

Key Deadlines

- Go / No-Go decision: Mentors and mentees should discuss the proposal well in advance of the deadline and collectively decide on submission no later than 10 weeks prior to NIH deadline.
- Scientific Review Officer contact: Mentees should contact their SRO no later than 1 month prior to submission to ensure their proposal is responsive to the FOA and appropriate for the selected study section.
- Executive Mentor review: Aims and research strategy documents should be submitted to the executive mentors no later than one month prior to NIH deadline. Proposal sent after this deadline may not be reviewed.
- Final documents in Commons: All documents should be final and in Commons 2 business days prior to NIH deadline. The PI can review and make any required edits during this time.