

Heartland Center PPRT Mentoring Plan Template

The goal of this template is to formalize the mentorship plan for all graduate students and post-doctoral scholars listed as the Primary Investigator for a Heartland Center Pilot Grant. The Plan is designed as a starting template that can be individualized by the mentor and mentee. The template should be filled out and submitted as part of the pilot grant proposal submission. If the proposal is funded, the template should be reviewed monthly to assess how well the mentee and mentor have followed the plan and modified as needed to address the goals of the research and the mentee's professional development.

1. General Information

- a. **Mentee:**
- b. **Primary Mentor:**
- c. **Coinvestigators:**
- d. **Pilot Grant Name:**

Dates of Completion and Updating of Mentoring Plan Template:

	Month/Day/Year		Month/Day/Year
Original Completion		Updated	
Updated		Updated	
Updated		Updated	
Updated		Updated	

2. Research Skill Development

- a. **Identification of specific research skills that will be needed to complete the proposed research project and how they will be acquired** (For example: training in laboratory techniques and safety to be provided by primary mentor; statistical methods taught by mentor(s) with additional learning through classes, etc.):
 - b. **Describe the process to assess the mentee's progress given the timeline provided in the proposal:**
 - c. **Brief description of mentee's proposed meeting posters/abstract(s) and journal submission targets:**
3. **Describe goals for communication of findings and how mentor(s) will provide feedback on posters and verbal presentations:**

4. Documentation of Meetings:

Month/Day/Year	Signature of Mentee	Signature of Mentor