

Research Mentoring Grant Application

Fall 2026 Competition · Award Period 1 January 2027 – 15 August 2027

An initiative of the Division of Research and Innovation. The Research Mentoring Grant pairs a TAMUSA faculty mentee with a faculty mentor to generate preliminary data and to prepare and submit a formal external grant proposal by the end of the award period.

COMPETITION SNAPSHOT

Maximum award: \$10,000 · Award period: 1 January 2027 – 15 August 2027
 Application due: Friday, 6 November 2026, 11:59 p.m. Central · Notification: 11 December 2026
 Required pair: one TAMUSA faculty mentee (PI) and one faculty mentor. The mentee is the fiscal PI.
 Required products: preliminary data package and a submitted (or submission-ready) external proposal.

1. PROJECT

Project title

Primary disciplinary area

Amount requested (\$; max 10,000)

Target sponsor / program

Proposed start (on or after 1 Jan 2027)

Proposed end (on or before 15 Aug 2027)

2. FACULTY MENTEE (PRINCIPAL INVESTIGATOR AND FISCAL LEAD)

Legal last name

Legal first name

M.I.

Rank

Title with discipline (e.g., Assistant Professor of Biology)

Department

College

Terminal degree / year

Official email

Campus phone / extension

TAMUSA start year

3. FACULTY MENTOR

Legal last name

Legal first name

Rank / title

Department / unit

Institution (if not TAMUSA)

Official email

Phone

Prior relationship with mentee (none / new / existing — describe)

FOR DIVISION USE ONLY

Date received

Proposal no.

Complete?

Reviewers

4. MENTEE ELIGIBILITY (CHECK EACH ITEM THAT IS TRUE)

- ☐ I am a full-time TAMUSA faculty member (tenured, tenure-track, or research/clinical faculty with a multi-year appointment).
- ☐ I hold the highest earned terminal degree in my discipline.
- ☐ I am seeking structured mentoring to generate preliminary data and submit an external proposal in a line of work that is new to me, new to this campus, or otherwise not yet competitive.
- ☐ This is my only Research Mentoring Grant proposal this cycle. I do not currently hold an active RMG award.
- ☐ I will remain a University employee through 15 August 2027. Materials purchased with RMG funds are University property.
- ☐ If awarded, I will produce a preliminary-data package and a submitted or submission-ready external proposal, present at a DRI venue such as JAG RISE, and file a final report within 45 days of project end.

5. MENTOR ELIGIBILITY AND COMMITMENT

- ☐ The mentor is a faculty member at TAMUSA or another accredited university (A&M System faculty are preferred when expertise exists on campus).
- ☐ The mentor has a record of externally funded research, scholarship, or sponsored programs relevant to the proposed work.
- ☐ The mentor has agreed to a written mentoring plan, at least monthly meetings during the award period, and co-review of the external proposal before submission.
- ☐ The mentor is not the mentee's department chair acting solely in a supervisory capacity; a chair may serve as mentor only if scholarly expertise, not administrative role, is the basis.

6. WHY THIS PAIRING

In 4–6 sentences: why this mentor, what the mentee will learn, and why the pair can finish prelim data and a proposal by 15 August 2027

7. RESEARCH COMPLIANCE

Approvals are required before restricted activity begins or funds are spent on that activity. Export control: Rani.Muthukrishnan@tamusa.edu. Conflict of interest: University Compliance Office, (210) 784-2028.

- ☐ Human subjects — IRB review required
- ☐ Live vertebrate animals — IACUC approval required
- ☐ Biological / biomedical work, rDNA, infectious agents, or human-derived materials — IBC required
- ☐ Export controls (foreign collaboration, foreign nationals, sanctioned countries, or controlled technology)
- ☐ An outside interest that may present a conflict of interest has been or will be disclosed
- ☐ None of the above apply to this project

Protocol / disclosure status or tracking number (if submitted or approved)

8. TARGET EXTERNAL PROPOSAL

Sponsor (NSF, NIH, USDA, NEH, foundation, other)

Mechanism / solicitation number

Working title of the external proposal

Target submission date

Anticipated request to sponsor (\$)

Mentee role on external proposal (PI / MPI / co-I)

Why this sponsor and mechanism are the right next step, and what preliminary data the sponsor will expect

9. MENTORING PLAN SUMMARY (EXPAND IN THE 3-PAGE PROJECT AND MENTORING NARRATIVE)

Meeting cadence (e.g., twice monthly)

Primary mode (in person / hybrid / virtual)

Mentor effort across the award period (hours)

Mentor responsibilities (proposal strategy, methods, reading drafts, introductions to program officers, etc.)

Mentee responsibilities (aims, methods, data collection, draft calendar, submission package)

10. PRELIMINARY DATA AND PROPOSAL MILESTONES

Milestone	Target month	Evidence of completion
Mentoring compact signed; detailed work plan finalized	<input type="text"/>	<input type="text"/>
Methods locked; compliance protocols submitted / approved	<input type="text"/>	<input type="text"/>
Core preliminary data collected and quality-checked	<input type="text"/>	<input type="text"/>
Aims and specific-aims / project-summary page drafted	<input type="text"/>	<input type="text"/>
Full external proposal drafted; mentor review complete	<input type="text"/>	<input type="text"/>
External proposal submitted or held submission-ready with sponsor deadline	<input type="text"/>	<input type="text"/>

11. DEPARTMENT CHAIR ENDORSEMENT (MENTEE'S CHAIR)

By signing I confirm that I have read this proposal, that the mentee's workload can accommodate the plan, and that I endorse the pairing.

Chair — printed name

Department

Signature (type full name or sign)

Date

12. CURRENT AND PENDING SUPPORT (MENTEE)

List start-up, Research Council, college, and external current or pending support. Note overlap with this request. The mentor's major active awards that will be used as infrastructure for the mentee may be noted in Other resources.

Source	Project title	Dates	Amount \$	Status	Overlap

Other resources the pair will use (mentor lab, core facilities, start-up, departmental match)

13. BUDGET REQUEST JUSTIFY EACH LINE IN THE ATTACHED 2-PAGE BUDGET NARRATIVE

ALLOWABLE (examples)

- Prelim-data supplies, core-lab or analytical fees, minor equipment
- Undergraduate / graduate assistants + fringe; 2 weeks PI summer salary
- Project-specific software (IT approval; remains at TAMUSA)
- Travel essential to collect data or meet the mentor / sponsor PO
- Proposal-development costs (graphics, external technical review)
- Participant / human-subjects payments if IRB-approved

NOT ALLOWABLE

- Academic-year faculty salary for mentee or mentor
- Mentor honoraria or consulting fees
- Memberships, tuition, publication / poster costs
- Conference-presentation travel
- Meals except allowable travel per diem or participant support
- Spending outside 1 Jan 2027 – 15 Aug 2027

Category	Amount (\$)	Brief purpose / calculation
Mentee summer salary (2 weeks max) + fringe		
Student research assistant(s) + fringe		
Prelim-data supplies and materials		
Core-lab / analytical / animal-care fees		
Minor equipment (University property)		
Software (project-specific; IT approval)		
Essential travel (data, mentor, or program officer)		
Proposal development (graphics, external review)		
Participant / human-subjects payments		
Other (specify in narrative)		
TOTAL REQUESTED (maximum \$10,000)		

14. REQUIRED ATTACHMENTS ONE PDF, THIS ORDER

- ☐ This completed fillable application (pages 1–5)
- ☐ Project and Mentoring Narrative — maximum 3 pages (headings on page 6)
- ☐ One-page specific aims, project summary, or equivalent for the target sponsor
- ☐ Mentee abbreviated CV — maximum 2 pages, focused on the proposed line of work
- ☐ Mentor abbreviated CV — maximum 2 pages, emphasizing funding record and fit
- ☐ Budget narrative — maximum 2 pages
- ☐ IRB / IACUC / IBC protocol or draft, if required
- ☐ Mentor letter of commitment (if the statement on this form is not used as the letter)
- ☐ Any additional access letters (cores, partners, data owners)

15. FORMAT CONFIRMATION

- ☐ Narrative attachments use 12-point font, single spacing, and 1-inch margins.
- ☐ Sections appear in the order listed above and do not exceed page caps.
- ☐ The narrative is written for reviewers outside the specialty; jargon is limited.

16. CERTIFICATIONS AND SIGNATURES

- ☐ This application is submitted by a defined mentee–mentor pair. The mentee is the fiscal PI.
- ☐ The pair will generate preliminary data and prepare a formal external proposal for the named sponsor during the award period.
- ☐ The mentor will meet the mentee at the stated cadence, review drafts, and confirm readiness before external submission.
- ☐ Every budget line is allowable under these guidelines and is justified in the two-page budget narrative.
- ☐ Required protocols will be approved before restricted activity begins.
- ☐ The information in this application is true, complete, and accurate to the best of our knowledge.

Mentee / PI — typed name

Signature (type full name or sign)

Date

Faculty mentor — typed name

Signature (type full name or sign)

Date

HOW TO SUBMIT

Combine this form and all attachments into one PDF named RMG_Fall2026_MenteeLast_MentorLast.pdf.

Email to DRI@tamusa.edu by 11:59 p.m. Central on Friday, 6 November 2026. Copy the mentor.

Subject line: RMG Fall 2026 — [Mentee Last Name]. Questions: DRI@tamusa.edu.

PROJECT AND MENTORING NARRATIVE

MAXIMUM 3 PAGES

Use 12-point font, single spacing, and 1-inch margins. Write for campus reviewers outside your specialty. Required headings:

1. Opportunity and gap

What question or opportunity will the pair pursue? What is already known, and why is the mentee not yet competitive for the named sponsor without this award?

2. Preliminary-data plan

What data, prototype, archive work, pilot sample, or proof-of-concept will be produced by 15 August 2027? Methods, sample or source, analysis, and what would count as "enough" for the external proposal.

3. External proposal strategy

Named sponsor, mechanism, deadline, mentee role, and how the preliminary data map onto the sponsor's review criteria. Identify the specific aims or project objectives that will go into the external proposal.

4. Mentoring compact

Cadence, deliverable calendar, how drafts will be reviewed, how disagreement will be handled, and how the mentor's expertise will be used without converting the mentee into a technician on the mentor's existing grant.

5. Feasibility and risk

Access to space, cores, data, or community partners. What could slip, and the fallback that still yields a submission-ready proposal.

ONE-PAGE AIMS / PROJECT SUMMARY

Attach a one-page document in the format the target sponsor expects (NIH-style specific aims, NSF project summary, NEH narrative abstract, or equivalent). This page is in addition to the 3-page narrative.

CURRICULUM VITAE

Mentee CV (2 pages): education, appointments, products most relevant to this line of work, and prior internal or external support. Mentor CV (2 pages): appointments, selected products, and a list of externally funded awards that demonstrate capacity to mentor this proposal.

REVIEW CRITERIA

- Pair quality — mentor fit, mentee readiness, and a compact that will actually operate.
- Preliminary-data plan — specific, feasible in eight months, and matched to what the named sponsor will need.
- External-proposal strategy — real solicitation, realistic deadline, clear mentee intellectual leadership.
- Budget — every dollar tied to data or to proposal preparation; no mentor honorarium.
- Institutional return — a submitted or submission-ready proposal and a mentoring relationship that can continue after the award.

ADMINISTRATION AFTER AWARD

DRI / ORSP will contact pairs near 11 December 2026. Allow at least two weeks after notice for the mentee's departmental account. The mentee is the fiscal PI. Awards are not transferable to another mentee. Unused funds revert unless a single one-year extension is granted. Pre-award purchases cannot be reimbursed. Substantive scope changes go in writing to DRI at least five business days before implementation. Required end-of-award package: (1) preliminary-data summary, (2) copy of the submitted proposal or a submission-ready PDF with the sponsor deadline, (3) one-page mentoring reflection signed by both parties, (4) final report to DRI within 45 days of 15 August 2027. Missing reports bar the mentee from RMG reapplication for three years and may require repayment.