

Smart Simple
Application
ID:

CHDS
Applicant:
(Last, First)

Parent Grant
PI:
(Last, First)

TRDRP Cornelius Hopper Disparities Supplement Proposed Training Plan (Page Limit: 3)

INSTRUCTIONS

This template is to be completed by the Principal Investigator (PI).

The Proposed Training Plan should clearly address the following:

Mentoring

- *Describe the specific roles and responsibilities of the PI and all other project team members involved in the applicant's training, including mentoring activities.*
- *Explain how the training plan will integrate the applicant into the work of the parent project.*
- *If the PI supervises multiple trainees, provide justification demonstrating their capacity to mentor and support the applicant effectively.*
- *For each team member serving in a mentoring role, describe their prior mentoring experience, especially with individuals at the applicant's career or training level.*
- *If the applicant is a community member, describe the PI's experience training non-academic research staff and reflect on prior learning experiences with community partners.*

Proposed Project

- *Provide a brief description of the applicant's proposed project, including how it complements and expands upon the aims of the parent project.*

Additional Training

- *List courses or other specific didactic instruction the applicant is expected to complete.*
- *Summarize the applicant's participation in other educational activities (e.g., attendance at informal seminars, colloquia, advisory board meetings, lectures, and conferences).*
- *List the facilities and resources that are available to support the applicant's training.*

Template Use and Document Setup

- *Enter the SmartSimple ID and names of the CHDS Applicant and Parent Grant PI (Last, First) in the first row of the header.*
- *Prior to submission, please delete all instructional text, including blue-colored text, and convert the document to PDF.*

Formatting Requirements

- *Margins must be set to 0.75 inches on all sides and may not be altered.*
- *Use Arial (11 pt) or Times New Roman (12 pt) with single line spacing on standard U.S. letter size (8.5" x 11") pages. Text must not exceed 15 characters per inch (CPI) and 6 lines of text per vertical inch.*
- *Table captions and figure graphics may use a reduced font size of 9 pt in either Arial or Times New Roman.*
- *Text color and font styles (e.g., bold, italics, or underline) may be used for emphasis or clarity.*

Page Limits

- *The Proposed Training Plan must not exceed three pages.*