2023 MATRIX MENTEE APPLICATION

The MATRIX program is a multi-tiered 9-month mentoring program coordinated by SMPH to support and increase the success rate of UW-Madison faculty who are applying for their first NIH Research R01 or equivalent grant. Coaches (mentors) will be paired with mentees in this program. The program will launch in January 2023 and include:

Coaches: Senior UW-Madison faculty with established track records of external funding that is a process expert, not necessarily the scientific expert needed for each mentee’s grant proposal.

Internal Subject Matter Expert (ISME): An established UW-Madison faculty researcher, identified by the mentee/department/coach, who is asked by the mentee to participate in the MATRIX program for scientific guidance, prepare for Chalk Talks, and review and provide feedback on proposal drafts.

External Subject Matter Expert (ESME): A faculty outside of the UW, expert on the subject of the R01 proposal, who is willing to review and write a confidential NIH-style report of the R01 proposal. The MATRIX staff will contact ESMEs on behalf of the mentee.

(mentees and ISMEs can be from any department, school, or college on the UW campus).

MENTEES

Mentee Responsibility
Mentees will actively participate in group meetings and activities. One coach will be assigned to a group of 2-4 mentees (a pod). Two pods (a team) will meet for ~2-hour monthly meetings, January through October 2023 for guidance on a realistic deadline, NIH policies and practices, and the development of an R01 or equivalent grant application. The MATRIX Administration Program (matrixmentoring@med.wisc.edu) is a resource for coaches and can arrange for additional expertise when requested by the pod.

Each team is self-governing. Coaches will have a hosting budget to support meetings and, together with the team members, determine when they will meet, e.g., breakfast meetings, working lunch, etc. There will be a dedicated team folder in Box for members to upload and share proposal sections for review. Individual team folders are only accessible to designated members.

Eligibility for Mentees
Applicants must:

- Be UW-Madison faculty members (mentees can be from any department, school, or college on the UW campus)
- Have not been a PI on an NIH R01 grant proposal
- Be willing to seek out and enlist the participation of their Internal Subject Matter Expert (ISME) and External Subject Matter Expert (ESME)
- Have a draft (however rudimentary) of an Aims page
- Gain approval from Department Chair (or Division Head) documented via cover letter attached to application
Selection Process
Applications 1) will be vetted by an admissions committee to determine readiness to prepare an R01 or equivalent grant, and 2) must include the Chair or Division Head signature on the application cover letter as consent for the mentee’s participation in the program and their support during its duration.

TO APPLY:

For consideration to be a mentee, applications must be submitted online by December 15 at the following link: https://intranet.med.wisc.edu/research/matrix/. The online portal is found by scrolling to “Mentee Information and Application Process” (see snip-it below).

The application must be submitted as a single pdf and include the following documents:

- **Cover letter** (downloadable file from MATRIX website) co-signed by the chair or division head; see links below for specific applicants:
  - [Cover letter link for SMPH applicants](#)
  - [Cover letter link for non-SMPH applicants](#)
- NIH Biosketch (up to 5 pages); you may use the “Personal Statement” to describe how the Matrix program will benefit you
- Draft of Specific Aims page

Note that mentees are required to attend the following events:
- Opening Ceremony (January 25, 2023)
- Monthly Team Meetings
- Mock Review and Closing Ceremony (October 2023)

If you have any questions, please email matrixmentoring@med.wisc.edu

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MATRIX Faculty Director