

## Procedure for Appointment of Trainees to CD-Cavs NHLBI T32 Training Grant

CSU and the Lerner Research Institute (LRI) of the Cleveland Clinic, have received funding from NHLBI, to support “**CD-Cavs: Cross-Disciplinary Cardiovascular Sciences Training Program to Diversify the STEM workforce**”. The purpose of CD-Cavs is to train pre-doctoral students from backgrounds under-represented in the STEM workforce, thus helping address the unacceptably low participation of these populations in STEM careers. CD-Cavs is the first NIH T32 Training Program in Cleveland devoted exclusively to support of under-represented pre-doctoral students.

The selection of trainees is the responsibility of the Steering Committee, co-chaired by Chris Moravec and Meredith Bond. Members are, from LRI: Serpil Erzurum and Jonathan Smith (LRI) and from CSU: Crystal M. Weyman, Michael Kalafatis, and Nolan Holland.

The Steering Committee will review nominations, and make a selection based on the following criteria:

**Training grant eligible (TGE) students (U.S. citizens or permanent residents) who select a mentor from among training grant faculty at CSU or LRI, whose research project is in an area of cardiovascular relevance, are eligible for the CD-Cavs training program upon passing their candidacy exam (or in some instances a semester before candidacy exam). The goals of CD-Cavs are to train students from groups traditionally under-represented in the STEM workforce. See NIH’s Diversity Statement [here](#) with definitions of under-represented populations A through D in the STEM workforce and the [Eligibility Statement](#).**

The mentor completes a nomination form and submits it with the following:

- (i) **A mentor’s letter** should include his/her recommendation of the candidate, statement indicating commitment to participate as a program mentor, demonstration of history of successful mentoring of doctoral students (e.g. mentee outcomes: publications, grants; mentee career progression), relevance of mentor’s research program to cardiovascular disease (see [here](#) for NHLBI mission and strategic goals) and mentor funding available to support the trainee’s laboratory research.
- (ii) **Undergraduate and graduate academic transcript;**
- (iii) **A letter of Application from the nominee** including a description of the trainee’s dissertation research project, how the project will relate to the Program Objectives and Program Considerations described [here](#), the cardiovascular relevance of the research project, the trainee’s career development plan, and statement of trainee’s eligibility for the CD-Cavs Training Program, as a member of a population under-represented in the STEM workforce, according to criteria described [here](#).
- (iv) **Nominee’s and mentor’s curriculum vitae;**
- (v) **Second letter of reference:** from lab rotation mentors, TA supervisor, or departmental faculty member, or advisor.
- (vi) **Candidacy exam:** date passed; or anticipated date, if not yet taken.

Selected nominees will be invited to present to the Steering Committee their background and proposed research and provided an opportunity to respond to faculty queries on both scientific content and career goals. The Steering Committee selects the candidates to be awarded the T32 trainee positions.

CD-Cavs pre-doctoral trainees will receive a stipend, full payment of tuition, as well as travel and other expenses.

**NOMINATION OF FELLOW/TRAINEE**  
**CD-Cavs: Cross-Disciplinary Cardiovascular Sciences Training Program**  
to Diversify the STEM workforce

MENTOR'S NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

NOMINEE'S NAME: \_\_\_\_\_ CSU ID \_\_\_\_\_

\_\_\_\_\_ US CITIZEN \_\_\_\_\_ PERMANENT RESIDENT

CURRENT GRADUATE PROGRAM: \_\_\_\_\_

CANDIDACY EXAM:

\_\_\_\_\_ DATE PASSED \_\_\_\_\_ ANTICIPATED DATE, if not yet taken

Checklist of Required Documents:

\_\_\_\_\_ Mentor's Letter (include recommendation of the candidate, statement indicating commitment to participate as a program mentor, demonstration of history of successful mentoring of doctoral students, relevance of mentor's research program to cardiovascular disease)

\_\_\_\_\_ Nominee's Letter (include description of dissertation research project; how it will relate to program objectives and considerations; the cardiovascular relevance; career development plan; statement of eligibility for CD-Cavs training program, as a member of population under-represented in the STEM workforce)

\_\_\_\_\_ Undergraduate Academic Transcript

\_\_\_\_\_ Graduate Academic Transcript

\_\_\_\_\_ CV – Nominee

\_\_\_\_\_ CV – Mentor

\_\_\_\_\_ Eligibility Statement

\_\_\_\_\_ Second Letter of Recommendation (from lab rotation mentors, TA supervisor, departmental faculty member or advisor)

**Email this form and all required documents to Meredith Bond at [m.bond40@csuohio.edu](mailto:m.bond40@csuohio.edu)**