Colorado State University

COLLEGE OF VETERINARY MEDICINE
AND BIOMEDICAL SCIENCES
Department of Microbiology, Immunology and Pathology
1619 Campus Delivery
Fort Collins, CO 80523-1619
Voice: 970.491.6144   Fax: 970.491.0603
www.cvmbs.colostate.edu/mip/

June 27, 2023

Dear X:

On behalf of the Executive Committee for the NIH Ruth Kirstein Institutional National Research Service Award Training Grant (T32 NRSA) "Infectious Disease Research and Response Training Program", it is my pleasure to offer to you an appointment on this training grant. The Executive Committee ranked candidates based upon candidate qualifications, mentor laboratory, relevance of the project to infectious disease, and progress during enrollment in the current PhD program. Final selection was made based on input of the committee and consideration of applicants that most closely filled the criteria for the award as outlined in our grant application. Your selection reflects the strength of your credentials and application in these areas.

All training program fellows are appointed annually for two years, given appropriate progress, and are intended to provide stipend-supported training in biomedical research for PhD candidates under the mentorship of a faculty mentor participating in the program. This position would commence [Date] and will provide stipend and support as listed below.

Trainee Award Budget:

Stipend	$ 26,352
Tuition/ Fees	$ 9,374
Travel	$ 1,000
Training Expenses	$ 1,500
Childcare Costs	$ 2,500

Your mentor has agreed to cover the additional stipend amount to reach the standard stipend of $30,000. The T32 Executive Committee will stay in touch with you as with all T32 appointees. In this respect, we plan regular meetings with trainees and with mentors to share experience, progress, improve the program, and discuss individual development plans.

If you wish to accept this appointment, please send an acknowledgment of your acceptance within 10 days. Please reply via email to me (director email) and copy [Name] (Coordinator Email) and Aimee Oke (aimee.oke@colostate.edu). You will be required to enroll via the NIH Xtrain system to finalize your acceptance to this fellowship. Aimee Oke can provide guidance on this process.

Finally, congratulations! The selection of trainees is the most important aspect of our IDRR training program. We look forward to your response to this appointment offer.

Sincerely,

[signature block]
Director Name, degrees

Xc: T32 Selection Committee: Drs. Zaid Abdo, Candace Mathiason, Jeff Wilusz, Mark Zabel
        [Dr. X], Mentor

Terms & Conditions

NIH Commons Administration
Trainees are required to maintain personal profiles in NIH commons and keep them up to date following graduation with employment details and subsequent grants received. Additionally, trainees are required to complete both appointment/reappointment or termination forms promptly within the xtrain system in commons.

NIH Reporting Requirements
We are required to submit annual progress reports to NIH on May 1st each year. In April, all funded trainees will be asked for a brief progress report, detailing research progress, presentations and any planned publications. Trainees will also be required to summarize these accomplishments for a termination report to NIH upon completion of the fellowship. Finally, as an NIH requirement, we will contact you annually over the next 15 years to collect information on you career and persistence in research, publications and grants.

Citing the Grant
You must cite this training grant on all publications and any other tangible outcomes based on your doctoral research, *including those that are published after your fellowship*. The award number is **T32GM136628** and the recommended language to include in your publications and presentations is: "Supported by NIH Grant Number T32GM136628. Contents are the author's sole responsibility and do not necessarily represent official NIH views." All publications must have the grant affiliation assigned in your NCBI My Bibliography and must receive an NIH PMCID number to be compliant with NIH public access policy (https://publicaccess.nih.gov/policy.htm)

Regulatory Requirements
You are required to comply with the training requirements for Responsible Conduct of Research training (both online and face-to -face). Acceptable face-to-face courses are listed at http://rcr.colostate.edu and must be completed in the first year of the fellowship.