Date

Dear Members of the Review Panel:

Intro Paragraph: Provide a few sentences describing your enthusiasm for the applicant, how you know the applicant and your role in the application.

Paragraph 2: Research project
   - explain the research project in a few sentences, explain its importance, and describe the infrastructural support that you have to ensure success.

Paragraph 3: Mentoring
   - Describe your role as a mentor and how you will interact and mentor the applicant (explicitly list the activities that will be completed and the frequency)
   - Describe previous mentoring experiences and successes
   - If the research mentor, describe grants/funding that will ensure the project can be completed successfully
   - Note: It is helpful to understand your mentoring experience if your trainees’ names are underlined in the citations/publications on your NIH biosketch.

Paragraph 4: Further training in clinical and translational research
   - Describe additional training that the applicant will complete to address career development needs

Closing paragraph: Emphasize excitement for applicant and reason. What is the added value of the TL1 program for the applicant