Request for Proposals

The Mayo Clinic-Arizona State University Faculty Summer Residency is designed to facilitate ongoing collaborations between faculty members and teams at Mayo Clinic and ASU by providing opportunities for collaboration and networking activities.

The intent is to provide support so that ASU faculty members may spend time over the course of the summer working as part of a Mayo Clinic team. This program is designed to assist with faculty members who also need travel support for work done outside of the state of Arizona, in particular at Mayo Clinic sites in Rochester, MN, and Jacksonville, FL. Faculty members who are proposing to work on projects and teams at Mayo Clinic in Arizona are eligible for a reduced stipend without the additional support underwriting the travel expenses.

Funding Guidelines

- This program is aimed to develop long-term collaborations between research teams at Mayo Clinic and ASU in the areas that will impact clinical outcomes and enhance patient experiences.
- Areas of focus for the 2020 funding cycle will be Regenerative Medicine and Artificial Intelligence/Platform, however, will not be confined to those areas of research.
- The residency component must be a total of six continuous weeks, completed in the summer months of May through August.
- Applicants are asked to submit a proposal (no longer than three pages) outlining a specific project or series of projects, and identify the Mayo Clinic investigator or team they will work with for their effort. The proposal should be as specific as possible regarding the work that would be undertaken during the period of the summer residency.
- A status report will be due to the Faculty Scholars Committee describing what was accomplished during the residency program no later than September 15, 2020.
- If you have previously participated in the Summer Residency twice then you are ineligible to apply for this and future Summer Residency cycles.

Eligibility Requirements

- Candidates must be faculty members of any rank at Arizona State University.
- Candidates must identify a Mayo Clinic research team or program of interest and the application must receive a letter of support from the Mayo Clinic host and ASU School/Department Chair. If assistance in finding a team is needed, please contact Amy Woof at Woof.Amy@mayo.edu.
- The duration of this program is six weeks unless prior approval to deviate from this timeframe has been obtained.
- Candidates must become Research Affiliates at Mayo Clinic prior to starting the residency. This process will be facilitated by Mayo Clinic and takes six-eight weeks.

Proposal Format

Combine the following documents into a single pdf. Note that failure to adhere to page limits below will disqualify the application.

- 3-pages identifying the ASU proponent, the Mayo Clinic investigator or team that will serve as the host, and a brief description outlining a specific project or series of projects. The proposal should be as specific as possible regarding the work that would be undertaken during the period of the summer residency. Include the purpose of stay(s), and goals of the interaction. Briefly explain the broader context of the interaction in terms of the planned research, education, innovation or administration project goals. Include the approximate travel
dates.

- **1-page** endorsement letter from the proposed Mayo Clinic host that includes evidence that support has been received from department/division leadership, devoted mentoring time is available and work space will be secured for the individual. Mayo Clinic research staff will have the responsibility for seeking a temporary research professional appointment for the ASU faculty.

- **1-page** letter of support from ASU’s School or Department Chair.

- **1-page brief** CV or biography for ASU proponent.

### Proposal Deadline and Submission

Proposals are due by March 9, 2020 5:00 pm MST. Proposals should be submitted to [https://asu.infoready4.com/#competitionDetail/1807179](https://asu.infoready4.com/#competitionDetail/1807179). Proposals submitted after the deadline will not be considered. Awards will be announced in March 2020.

### Funding

This award will provide a small grant intended to cover summer salary, housing (one-bedroom apartment), and travel during the summer residency (two round trip tickets to MCR or MCF, max $600 per trip). If the project entails a residency at Mayo Clinic Arizona, a $1,000 stipend will be awarded to offset travel costs. Lab and supply costs will not be covered.

Mayo Clinic will provide housing for faculty traveling to Rochester, MN, or in Jacksonville, FL. At the time of award, Mayo Clinic will work with you to secure accommodations.

### Frequently Asked Questions

1. I anticipate needing longer than six weeks for my project. Who should I contact for prior approval?

   Answer: Any deviations must be approved by ASU and Mayo Clinic leadership. Contact: [MayoASUAlliance@asu.edu](mailto:MayoASUAlliance@asu.edu)

2. Are there any formatting requirements related to font type and size, spacing, margins, pagination, etc.?  

   Answer: No formatting requirements apply. However, page limits will be enforced.

3. Should my proposal be submitted by ORSPA?

   Answer: The PI or unit staff should submit the proposal. ORSPA will not be involved unless/until an award is received.

4. Where can Research Advancement (RA) staff find instructions for managing Faculty Summer Residency Program proposals in the Enterprise Research Administration (ERA) system?

   Answer: The [Working with Mayo Clinic](#) sitelet on the Research Administration website includes ERA instructions in the Faculty Summer Residency section of the [Joint Funding](#) tab.

5. I am proposing residency at Mayo Clinic Arizona. Will I be given summer salary for the six-week program?

   Answer: Yes, the selected ASU faculty member will receive six weeks of summer salary regardless of the Mayo Clinic site proposed.

6. What costs can be covered using the $1,000 stipend for projects that entail residency at Mayo Clinic Arizona?

   Answer: This $1,000 stipend is meant to cover per diems and mileage/in-state travel costs.

7. What will my accommodations be?

   Answer: Mayo Clinic will provide housing for faculty traveling to Rochester, MN or Jacksonville, FL. Amy Woof at Mayo Clinic ([Woof.Amy@mayo.edu](mailto:Woof.Amy@mayo.edu)) will work with you on these arrangements.
8. Am I able to rent an Airbnb on my own?
   Answer: No.

9. Will my academic credentials be listed on my Mayo Clinic Access Identification Card (badge)?
   Answer: Participants in the ASU Faculty Summer Residency Program are given a variety of professional appointments at Mayo Clinic, including Research Temporary Professional and Research Affiliate. There are different policies and guidelines regarding temporary positions and how academic credentials are listed on identification badges, online directories and email. This will be discussed with each participant on an individual basis. Amy Woof at Mayo Clinic (Woof.Amy@mayo.edu) is your contact for the research appointment and pre-employment process.

10. If I have questions about my application, who should I contact?
    Answer: Please email your questions to: MayoASUAlliance@asu.edu