

## Adelante Team Agreement

Scholar Name: \_\_\_\_\_

### Team Responsibilities of SCHOLAR:

*Initial each responsibility that you commit to carrying out during the design and implementation of the Team's CFAR Adelante project:*

- \_\_\_ Take the lead in the development of the Team's **research plan**
- \_\_\_ Take the lead in developing a list of **professional development goals** for the Adelante *Research Preparation* and *Research Implementation* periods, for submission as part of your Mentoring Plan. Work in concert with your Mentor and Collaborating Partner to finalize the lists.
- \_\_\_ Draft at least one **SMAART outcome objective** for each professional development goal. (See [Invited Application page](#) on the Adelante website for more information about writing SMAART objectives)
- \_\_\_ Work in concert with the Mentor and Collaborating Partner to develop a list of **mentoring, education, and/or training activities** that will support your professional development goals.
- \_\_\_ **Actively engage in** all mentoring, education, and training activities
- \_\_\_ In collaboration with your Mentor and Collaborating Partner, **modify** your research activities, educational goals, outcome objectives, and/or professional development activities as needed over the course of the CFAR Adelante project period
- \_\_\_ Take the lead on writing and submitting **at least one publication** and at least **one NIH grant application** following the completion of the mentored research project, if the project produces positive results.
- \_\_\_ Actively address any problems in your **mentoring relationship** with your Mentor and/or Collaborating Partner
- \_\_\_ Comply with Team-produced **communication plan**
- \_\_\_ Initiate scheduling of each Team **meeting**
- \_\_\_ **Other** (please specify):  
\_\_\_\_\_  
\_\_\_\_\_

**Scholar Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Adelante Team Agreement

Mentor Name:

Home CFAR:

### Team Responsibilities of MENTOR:

*Initial each responsibility that you commit to carrying out during the design and implementation of the Team's CFAR Adelante project:*

- \_\_\_ Assist in the development of the Team's **research plan**
- \_\_\_ Assist in the development of your mentee's (the Scholar's) **Mentoring Plan**
- \_\_\_ Assist in developing at least one **SMAART outcome objective** for each professional development goal listed in the Mentoring Plan. (See [Invited Application page](#) on the Adelante website for more information about writing SMAART objectives)
- \_\_\_ Collaborate in **developing** a list of mentoring, education, and/or training activities that will help the Scholar meet their professional development goals. NOTE: Each of these activities should take designated as taking place during the CFAR Adelante **Research Preparation** period, the **Research Implementation** period, **or both**.
- \_\_\_ Assist in helping Scholar **arrange to engage in planned mentoring, education, and/or training activities**, as requested
- \_\_\_ Provide periodic **assessment and feedback** regarding progress in reaching identified professional development goals
- \_\_\_ Provide **mentorship, assistance and advice**, as needed, during implementation of the Adelante project's research activities
- \_\_\_ Collaborate in the development of a **meeting schedule** and adhere to it
- \_\_\_ Comply with Team-produced **communication plan**
- \_\_\_ Assist in **modifying** research strategies and/or educational goals, outcome objectives, and/or professional development activities as needed over the course of the CFAR Adelante project period
- \_\_\_ Assist in writing and submitting **at least one publication** and **at least one NIH grant application** following completion of the mentored research project
- \_\_\_ Provide **emotional support** to and **advocacy** for your mentee (the Scholar)
- \_\_\_ Actively **address any problems** with mentorship relationship
- \_\_\_ **Other** (please specify):  
\_\_\_\_\_

**Mentor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Adelante Team Agreement**

Collaborating Partner Name:

Organization:

**Team Responsibilities of  
COLLABORATING PARTNER:**

*Initial each responsibility that you commit to carrying out during the design and implementation of the Team's CFAR Adelante project:*

- \_\_\_ Participate in the design and implementation of the Scholar's **Mentoring Plan**;
- \_\_\_ Participate in the design and implementation of the Team's **Research Plan**;
- \_\_\_ Participate in study subject **recruitment and retention** activities, as needed;
- \_\_\_ Provide periodic **assessment and feedback** regarding the Scholar's progress in reaching identified professional development goals;
- \_\_\_ Collaborate in the development of a **meeting schedule** and adhere to it;
- \_\_\_ Comply with the Team-produced **communication plan**;
- \_\_\_ Participate in **translating and disseminating study findings** through organizations and institutions that work with Latinx populations;
- \_\_\_ Participate in **developing peer-reviewed publications and research applications**, that are based on project findings, for further funding through the NIH;
- \_\_\_ **Other** (please specify):

---

---

**Collaborating Partner Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_