

THE HITCHCOCK FOUNDATION **SCHOLAR AWARD LETTER OF INTENT**

*This completed and signed form must be e-mailed to
Jennifer.K.Reining@Hitchcock.org and Karen.E.Jones@Hitchcock.org
and received no later than 12pm on the due date.*

1. PERSONNEL

<u>Principal Investigator name & title:</u>	<u>Department:</u>
<u>DH/DC ADDRESS:</u>	<u>Department Chair:</u>
<u>Mentor:</u>	<u>Proposal Title:</u>

Applicants must apply in conjunction with a mentor who, with the applicant, is responsible for the planning, direction, and execution of the training program. The Mentor should be a recognized investigator in the proposed research area and have a track record of success in training independent investigators. The Mentor should have sufficient independent support to cover the costs of the proposed project in excess of the allowable costs of this award. While candidates are encouraged to propose more than one mentor, one individual must accept the role of primary mentor.

Acknowledged and Accepted:

Primary Mentor Signature / Date

2. CV or BIOSKETCH FOR INVESTIGATOR AND MENTOR

Please attach a CV or Biosketch for the Principal Investigator and for the Mentor – maximum 3 pages for each.

3. DEPARTMENTAL COMMITMENT

I have secured a commitment from my Department to provide research salary support equal to one-half of that provided by The Hitchcock Foundation for the term of the award, as indicated by the signature below.

Acknowledged and Accepted:

Department Chair Signature / Date

4. PROJECT DESCRIPTION / SPECIFIC AIMS

Brief description of the Specific Aims of the project (maximum 500 words):

5. REGULATION / COMPLIANCE

(This section must be completed)

A) The proposed research will use human subjects. yes no

If yes, the project is likely subject to the federal regulatory requirements (IRB Review).

B) The project will use or disclose Protected Health Information. yes no

If yes, the full proposal will require a description of how you will meet the HIPAA requirements under D-H's policy and protocol on keeping PHI confidential.

C) The proposed research will involve the use of animals. yes no

If yes, documentation of IACUC approval of proposed activities is required before start date.

ACKNOWLEDGEMENT

I understand that the Hitchcock Foundation Scholar's Committee will review this Letter of Intent and, if approved, I will be invited to submit a full proposal

Submission of this Letter of Intent does not obligate me to submit a full application. However, if I become aware of any reason for which I will be unable to submit a full application or carry through on the proposed project, I will inform The Hitchcock Foundation immediately.

Signed:

Date: