



## LOI FORM Instructions & Questions

The LOI form can be accessed online from April 15<sup>th</sup> - June 15<sup>th</sup> and from September 1<sup>st</sup> to November 1<sup>st</sup>. The deadlines to submit the LOI form are June 15<sup>th</sup> and November 1<sup>st</sup>.

Grant request amount not to exceed \$150,000.

You will find the following questions below on the LOI Form which must be completed online by clicking on the LOI Form link on the MNITF website. *(Note: The actual LOI form is periodically revised and this guide may not have been updated.)* You are required to answer the questions with an asterisk (\*) in order to submit an LOI. The Principal Investigator must create a User Account and submit form.

### Eligibility Criteria\*

Please confirm that you've read and understand the eligibility criteria.

Please review the MNITF Research Grant Program [here](#). You must be eligible to be considered.

- Principal Investigator is actively involved in research.
- Organization is established (refer to possible limitations on website).
- Research falls within the priority areas listed above.
- Research is aimed to improve clinical outcomes and/or positively impact the field of organ transplantation.
- Organization is willing to accept indirect costs not to exceed 10% of direct costs.
- Research funding is not readily available from other sources.
- If a Patient Education Improvement Project, must meet additional criteria.

Do you meet the eligibility criteria?      Choices Yes    No

### Description of Organization and Principal Investigator

Project Name\* Character Limit: 100

#### Organization Overview\*

Please provide a brief description of your organization. Character Limit: 1000

#### Is the Organization a 501c3 as Designated by the IRS?\*

Please note: The MNITF considers requests from organizations with and without 501c3 status.

Choices Yes    No



**Organization Support** *(Character Limit: 600)*

Briefly explain how your organization is supporting this project. (Note: Patient Education Improvement Projects must have support from the organization)

**Stage of Investigator\***

An Early Stage Investigator:

- has completed terminal research degree or end of post-graduate clinical training, which ever date is later, within the past ten years; and
- has not previously competed successfully as a Principal Investigator for a substantial NIH independent research award.

Are you considered an Early Stage Investigator?

Choices Yes No

**Bio of Principal Investigator\*** *(Character Limit: 2000)*

Please provide a brief bio, include accomplishments in this area of research.

**Project Overview**

**Project Objective\*** *(Character Limit: 600)*

Summarize the overall objective of this project in one to three sentences.

**Amount Requested\*** *(Character Limit: 20)*

Note: Grant amount requested must not exceed \$150,000 and Patient Education Improvement Projects are not to exceed \$100,000.

**Total Budget (from LOI form)\*** *(Character Limit: 20)*

What is the total amount of funds required from all sources to undertake this project?

**Project Start Date\*** *(Character Limit: 10)*

MNITF does not award grants to retroactively fund projects completed prior to the granting decision which will be toward the mid-October 2021. Project start date should November 1, 2021 or after.

**Project Duration\*** *(Character Limit: 2)*

What is the anticipated total duration of this project in number of months? (Not to exceed 24 months)



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### Please Indicate the Priority Area of the Project\*

#### Choices

- Donor Selection & Screening
- Organ Quality Assessment
- Organ Recipient Related and/or Post-Transplant Monitoring
- Patient Education Improvement
- Other

"Other" Priority Area *(Character Limit: 100)*

If selected "Other" from the above question, what is the priority area?

### Impact of Project on the Transplant Community\* *(Character Limit: 2,500)*

Briefly describe the potential impact of the project on the transplant community.

### Description of Project\* *(Character Limit: 6,250)*

Provide a brief description of the project, include:

- Goals/Aims
- Anticipated Outcomes
- How Goals will be Measured

### Additional Comments *(Character Limit: 1,000)*

In one paragraph, provide additional comments you believe would help the RAB understand why your project should move forward.

### Principal Investigator

Print Name of Principal Investigator\* *(Character Limit: 250)*

Title of Principal Investigator\* *(Character Limit: 100)*

Today's Date\* *(Character Limit: 10)*