



Letter of Intent: Medical Research to Improve Health in Populations Experiencing Poverty

Instructions: Please complete each fillable field in the LOI form. Blank fields may result in your project being disqualified from the funding competition. If you are drafting your responses in a separate document and are unable to copy and paste this into a particular field, please reduce the number of words in your response and try again. Please include the last name and primary affiliation of the Principal Investigator in the document file name and email to medicalresearch@hrjconsulting.com no later than **5:00pm MST, January 12, 2026**. LOIs received after this time will be disqualified from the funding competition.

Questions or problems with this form? Contact medicalresearch@hrjconsulting.com.

Project Title

Principal Investigator (PI)

Name

Primary Affiliation and Mailing Address

**Note: The PI's primary affiliation should be the same as the institution that would receive funds*

Phone number

Email address

Research Team (maximum 500 words)

Provide the name and primary affiliation of each additional member of the research team, and a brief description of each team member's expertise, roles, and responsibilities as they relate to the project's objectives. While additional members may be added at the full application stage, those identified here should already be committed to supporting the project.

Project Partners (maximum 250 words)

Identify the institutional partners that are supporting the project, if not already provided in the Research Team section of the LOI. Describe how these partners will expand the capability of the primary institution/project team, leverage expertise and skills, and/or increase the capacity for knowledge mobilization in order to support the uptake, scalability, and impact of the work. While additional project partners may be added at the full application stage, those identified here should already be committed to supporting the project.

Project Proposal (maximum 2,500 words)

Proposals should include:

- Brief background and rationale for the project
- A description of the project objectives and the gaps or unmet health needs it will address
- The population for whom the project is most relevant
- The impact the project will have on the population of interest
- A summary of the study design and methods used to achieve the objectives
- A summary of the knowledge translation or mobilization plan
- The potential to scale and spread the project's outcomes during and once the grant concludes

Project Budget and Timeline

Provide an estimate of the anticipated budget, including the proportion of funds to be allocated to overhead or indirect costs; the anticipated start date; and the estimated timeline for the project. The minimum project budget is \$500,000, up to a maximum of \$3,000,000. Funds may be expended over a period of 1 to 5 years. The budget and timeline may be adjusted at the Full Application stage if needed, but should remain within the required parameters of the funding call.

Suggested External Reviewers

Provide the names, affiliations, and contact information for up to 10 suggested reviewers who could be contacted to review this proposal at the Full Application stage. You are encouraged to suggest a diverse list of potential reviewers with appropriate expertise to review and comment on the proposal.

Proposed reviewers should be experts from academia, research, nonprofit, philanthropy, the private sector, or the public sector, with no conflicts of interest with any member of the project team.

