

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
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>

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.

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: