



HOPA Research Fund Award

Request for Letter of Intent

Interested applicants for the HOPA Research Fund Award are required to submit a Letter of Intent (LOI). The LOI should follow the format below and will serve to permit assessment of eligibility for the award and the identification of qualified reviewers for the HOPA Research and Grant Reviewers Committee.

Letters of intent are to be submitted no later than **July 15, 2025 at 11:59 PM**. Use the following portal link to submit your LOI:

<https://www.abstractscorecard.com/cfp/submit/login.asp?EventKey=TOYTIPTV>

The Letter of Intent must be no more than a total of 4 pages in length for items 1-9 below and include the information (items 1-9) below in the order specified:

1. **Study title and summary or objective statement**
2. **The relevance to the HOPA Strategic Plan**
3. **Background literature and summary of preliminary data (if any)**
4. **Specific aims, and the hypothesis or hypotheses to be tested**
5. **A summary of the methods or procedures**
6. **Enrollment plan with site-specific number and projections**
7. **Statistical justification for sample size, experimental design, and plan for result evaluation**
8. **Timeline of project demonstrating feasibility of study completion within 1 year.**
9. **References/Bibliography** (not included in page count)

In addition, the application must include the following:

10. A Curriculum Vitae (CV) or NIH formatted biosketch should accompany the Letter of Intent for the PI. (NIH formatted biosketch will be required for full grant application for PI and co-investigators if invited) Include current research support (list each funded grant or contract for the conduct of these projects and any potential overlap with the current proposal). If there are no other grants, state "NONE". The form for the biosketch can be obtained at: <http://grants.nih.gov/grants/funding/phs398/phs398.html>

11. Preliminary budget (one page)

Format Specifications:

Font

Use an Arial, Helvetica, Palatino Linotype or Georgia typeface, a black font color, and a font size of 11 points or larger. A symbol font may be used to insert Greek letters or special characters; the font size requirement still applies.

Paper Size and Page Margins

- Use at least one-half inch margins (top, bottom, left, and right) for all pages, including continuation pages. No information should appear in the margins, including the PD/PI's name and page numbers.

STRICT ADHERENCE TO THE INSTRUCTIONS ABOVE WITH ALL 11 ITEMS ADDRESSED IS NECESSARY OR THE PROPOSAL WILL NOT BE REVIEWED.

HOPA will fund grants based on the stated scope of work in the request for proposal (RFP). The grant will cover direct costs only; the total budget cannot exceed \$100,000. The Principal Investigator must be a full HOPA member, and the **project** must advance hematology/oncology pharmacy practice in alignment with the HOPA [strategic plan](#).

The Letters of Intent will be evaluated by the HOPA Research and Grant Reviewers Committee, and submission of full applications will be invited for eligible projects. The decision of the HOPA Research and Grant Reviewers Committee will be transmitted to the candidates by August 2025, and those who are invited to submit a full proposal will need to do so by November 3rd, 2025.

Additional ad hoc members will be added to the HOPA Research and Grant Reviewers Committee's review panel, if needed, to provide the expertise to evaluate each proposal. Applicants will be informed of the decisions regarding their applications as soon as they have been made by early December 2025. Funding will be initiated when all approvals and signed letters of agreement are returned by grant awardees. Funds unspent 24 months after disbursement of the grant monies, must be returned to HOPA unless an extension is formally requested and approved. Any requests for extension must be made at least 6 months before the expiration of the grant. Progress reports are due to the Grant Administrator/HOPA Staff and Research and Grant Reviewers Committee Chairs on a quarterly basis.

For any questions or clarifications, please contact the HOPA Education Inbox at: education@hoparx.org

The Research Fund Award (RFA) is intended to support a hematology/oncology pharmacy practice research project. Pharmacy practice is broadly defined to include areas of research such as: clinical or patient outcomes, surveys, patient safety, standards validation/benchmarking, and basic/translational science applications. Multiple institutions may be involved in the project, and a project with co-PIs are allowed. The PI of the proposal or at least one of co-PIs must be an active HOPA member. A subsequent publication resulting from the research project is expected within a year of the study completion. In addition, the awardee is expected to present the results of their research at the HOPA Annual Meeting. The presentation is expected to occur no later than two years after the release of the research funds, as annual conference presentation slots allow.

A total of \$100,000 is available to be awarded to up to three grants through a competitive peer-review process. HOPA aims to fund at least one practice-based/clinical and one basic/translational study each year.

A scientifically justified proposal with a clear, well-defined, measurable hypothesis consistent with the proposal's specific aims and a power analysis (if appropriate) with statistical plan must be included in your submission. Each proposal should make it evident to the reviewers that you have access to the patients, laboratories, and other resources necessary to conduct your proposed research. Be sure to align proposals to the HOPA Strategic Plan within the Research & Quality - Goals & Objectives section.

Proposals that are not considered feasible due to their cost, completion in the one-year timeframe, or lacking a statistical plan will not be scored. A summary of concerns and noted merits will be provided for all submitted applications. It is strongly recommended that junior investigators form mentoring or collaborative support that strengthens grant quality. IRB approval is required prior to the release of funds for the selected candidate, if IRB oversight is required.