



## **HOPA Research Fund Award**

### **Request for Letter of Intent**

Interested applicants for the HOPA Research Fund Award must submit a Letter of Intent (LOI). The LOI serves to permit assessment of eligibility for the award and the identification of qualified reviewers for the HOPA Research Grant Reviewers Committee.

Projects should align closely with the HOPA strategic imperative to support pharmacist-led research that advances patient care and the profession itself. HOPA is interested in supporting the following areas of research:

- Clinical or patient outcomes
- Surveys
- Patient safety
- Standards validation/benchmarking
- Basic/translational science
- Quality improvement projects

The Letter of Intent must be no more than four pages in length for items 1-8 below and include all items in the order specified:

- 1. Study title and summary/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. 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 two years of receipt of funding**
- 9. References/Bibliography (not included in page count)**
- 10. NIH-formatted biosketch for the PI, any co-PIs, and the research mentor, if applicable**
- 11. Preliminary budget (one page)**

Obtain the biosketch form at the following link:  
<http://grants.nih.gov/grants/funding/phs398/phs398.html>

## Format Specifications

### Font

- Typeface: Arial, Helvetica, Palatino Linotype, or Georgia
  - Symbol font may be used to insert Greek letters or other special characters as needed
- Font Color: Black
- Font Size: 11 points or larger

### Paper Size and Page Margins

- Paper Size: Standard (8.5" x 11")
- Page Margins: One-half inch or larger for all pages on top, bottom, left, and right
  - This also applies to continuation pages
  - No information is allowed in the margins, including investigator name(s) and page numbers

### Document Format

- The LOI must be submitted as one singular PDF file with all items in the specified order

## Eligibility

**Applicants** must fulfill the following criteria to be eligible for RFA consideration:

- Principal Investigator (PI) must be an active HOPA member
  - Co-PIs are encouraged, but not required, to be HOPA members
  - HOPA members who pay their dues on time are considered active
- PI and their institution are based in the United States
- Senior and junior investigators are welcome to apply
  - It is strongly recommended that junior investigators form mentoring or collaborative support that strengthens the quality of the proposal, including a letter of support from their research mentor
  - Junior investigators are typically within their first seven years of research post-training (PGY2 or fellowship) and have not yet attained R21-level funding

**Proposals** must fulfill the following criteria to be eligible for RFA consideration:

- Single and multiple institution studies are allowed
- Preliminary budget cannot exceed \$100,000
- The project must advance hematology/oncology pharmacy practice in alignment with the [HOPA Strategic Plan](#)

**STRICT ADHERENCE TO THE INSTRUCTIONS ABOVE IS  
NECESSARY OR THE PROPOSAL WILL NOT BE REVIEWED.**

**Reviews**

The HOPA Research Grant Reviewers Committee will evaluate each complete LOI and invite select projects to share their full research proposal. If needed, additional ad hoc members may assist the review panel as subject matter experts to provide the expertise to evaluate each proposal.

**The reviewers will not score proposals that are infeasible due to cost, completion within the timeframe, or lack of statistical plan, as well as proposals submitted by applicants who do not meet all grant eligibility criteria.** HOPA will provide a summary of feedback for all submitted applications at the discretion of the review panel.

For any questions or clarifications, contact [research@hoparx.org](mailto:research@hoparx.org).