**Strategic Research Grant**

***Guidelines for a Letter of Intent***

The AASM Foundation requests that applicants submit a letter of intent (LOI) prior to submission of a grant application for the Strategic Research Grant. LOIs are competitive and reviewed by the AASM Foundation Executive Committee to ensure that the proposed research is responsive to the topic of interest listed in the Strategic Research Grant request for applications.

The LOI should be no more than three pages (excluding references). Figures and general tables are allowed and will be included in the three-page limit.

*Note: The LOIs for the Strategic Research Grant undergo a blinded review process. Please* ***do not*** *include any identifying information (e.g. names or institutions of principal investigators or key personnel) anywhere on your LOI. However, if you are referencing your own work in the body of the LOI, that is allowed. For example: “Work from our research team has shown that behavioral interventions can significantly improve sleep outcomes among adult populations (Author, Year)”*

The LOI must include the following:

1. **Header: Descriptive Title of Proposed Research only. Do not include your name or institution in the header!**
2. **Research Focus**
* *Describe how the proposed research aligns with the request for proposals (RFP), including the relevant research focus and specific topic outlined in the RFP.*
1. **Specific Aims**
* *State the goals of the proposed research, the comparators (if applicable), and the expected outcomes.*
1. **Background**
* *Describe the evidence gap(s) by referencing systematic review(s), guidelines, and other previously published data.*
1. **Significance**
* *Describe the potential for the study to advance the field of sleep medicine.*
1. **Approach**
* *Describe the overall approach to be used to accomplish the specific aims.*
1. **Study Design:** *Briefly describe the study design.*
2. **Study Population and Setting:** *Specify the study population and the settings.*
3. **Comparators (if applicable):** *List the options compared and provide evidence of efficacy or wide use for these interventions.*
4. **Outcomes:** *Describe the outcomes representing the population of interest.*
5. **Healthcare Equity**
	* *Describe how the proposed research considers factors that increase sleep healthcare equity, such as access to services, social factors, and using an appropriately inclusive study population. Alternatively, provide scientific or ethical reasons for not considering these factors in the proposed study.*
6. **References** *(not included in page limit)*

**Note: If referencing your own work in the body of LOI, it is allowed.**

**Formatting Requirements:**

* **Font**: Times New Roman 11 pt or 12 pt font; figures, tables, and captions may have 8 pt font
* **Spacing:** Single
* **Margins:** No less than 0.50 inches. (The header may fall within the top margin, but the body text may not begin closer than a half-inch from the edge of the page.)
* **Page numbers:** Consecutive
* **Page limit:** Three pages (excluding references)
* **File format:** PDF
* **References:**Suggest all references as in-text citations using AMA citation style, but other citation styles are accepted