



POSNA Research Grants: Letter of Intent Instructions

NOTE: A “Letter of Intent” is required to be eligible to submit a full grant application for the following grants:

POSNA Research Grant
Clinical Trials Planning Grant
POSNA Directed Research Grant
POSNA Research Start Up Grant (for a period of one year)
Registry Grant (for a period of 3 years)

Before you submit a Letter of Intent, please determine if you are eligible to apply for a POSNA grant.

- For most grants, the PI or Co-PI must be a **Candidate or Active POSNA member** in good standing. See individual award descriptions on POSNA’s website for details.
- Current grant or award recipients, with the exception of current microgrant recipients, cannot apply for a future grant as a PI, as one of multiple investigators, or as a co-investigator until the current award/grant research is completed and all final reports and expense reports have been submitted and accepted. An exception can be made if a co-investigator is due less than \$5,000 for the remaining timeline of the grant, inclusive of any payment made during the current calendar year.
- Applicants are permitted to submit Letters of Intent for multiple grant opportunities. Should an applicant be invited to submit full applications for more than one grant and be selected for multiple awards, the applicant will be required to select and accept only one grant award. The applicant must formally decline the remaining award(s) prior to the finalization of any grant agreements.
- For most grants, Ph.D.’s or D.V.M.’s may serve as one of multiple investigators, as long as they are working in an orthopaedic department with a member of POSNA as another of multiple investigators. See individual award descriptions on POSNA’s website for details.
- In the case of multiple investigators, the precise role of each person must be clearly defined and typically involves interdisciplinary collaboration with the need for multiple individuals directing the study and allocating funds. If the study is instead being directed by a single principal investigator, then the remaining investigators should be listed as co-investigators.

Format: Two pages • Single spaced • 11 Arial or 12 Times New Roman font • 0.5 in. margins • Figures are allowed • Minimum figure legend font is 9 Arial or 10 Times New Roman • Figures DO count against the page limit • Most relevant citations should be included, but do not count against the page limit.

1. Introduction

A. Type of Grants Available

See POSNA Website for descriptions and requirements for each grant. You only need to apply to the highest dollar amount grant that you are interested in. If you are accepted for a full application, you will have the option to list smaller dollar amount grant awards that you would be able to utilize, as well as plans if that was the case. Also, the Huene, Kuo and St. Giles awards will be available to any qualifying applicants invited to submit a full application for a Directed Research,

Research, Clinical Trials Planning, or Registry Grant. Grants are for a period of up to 1 or 2 years unless otherwise stated:

B. Research Team/Keywords:

Principal Investigator • Co-Investigators • Institutions Involved • Keywords (up to 5)

C. The Problem:

Identify the problem to be studied.

D. Significance:

Provide the most up to date estimate of epidemiology, morbidity, mortality and cost of the problem.

E. Needs statement:

Provide a statement regarding the unmet need(s) to be addressed.

F. Hypothesis:

Provide an overall and specific hypothesis. The research committee acknowledges that the POSNA grants may not provide funding and timeline sufficient for a large scope project.

If applicable, please provide an overall hypothesis of your research program as a whole that address the above detailed unmet need, then follow up with a specific hypothesis as a subset of the overall hypothesis that is pertinent to this specific application.

G. Goals/Objectives:

Provide a summary statement of the goals/objectives to be accomplished in the proposal.

2. **Specific Aims**

Provide a detailed overview of the specific aims to test the stated hypothesis. Include an active statement (to determine...) for each aim, a hypothesis for the aim, a description of the methodology to test this hypothesis and anticipated results. If applicable, provide a brief anticipated sample size calculation. If sample size is not applicable, please provide rationale.

3. **Budget/Timeline**

Briefly describe how these aims can be accomplished with the budget and timeline provided for this grant. If the scope of the application is beyond the budgetary and timeline limitations, please describe if/how outside funding sources or research programs will make up for the shortfall. **Please Note:** Travel expenses, PI surgeon salary, and indirect costs are not allowed.

4. **Feasibility**

Briefly describe the experience and collaborative history of the assembled team and how that will ensure the likelihood of success in carrying out the research, given the proposed budget.

5. **Impact**

Provide a description as to how, if proven true, this research will change the significance of the problem and improve the practice of pediatric orthopaedics.

Pitfalls to Avoid: Project doesn't match funding interests of POSNA • Weak hypotheses and objectives • Project scope too large for timeline and budget • Project needs statement is unclear, not compelling • Project is not unique • Failure to have performed a complete literature review to assure that this project's hypothesis and goals are novel.

