



I'm not a robot!

Nih grant letter of support example

Nih letter of support example.

The following suggestions are for grant proposal letters of support from consultants and collaborators. Funding agency guidelines (e.g. NIH, NSF, other) and funding opportunity requirements take precedence over these suggestions. If you need a letter of support, we recommend that you offer to draft the letter for your collaborator(s)/consultant(s). Providing a draft will help achieve two important outcomes: That the letter of support will contain all of the information you need, and that you will get the letter back from your collaborator(s)/consultant(s) in a timely fashion, assuming you give them enough lead time. We suggest 2-3 weeks. Drafting your own letters of support also serves another important purpose: It allows you to negotiate exactly what services, reagents, or expertise will be provided to support your work. Note that drafts of Letters of Support may need to be reviewed for compliance by the appropriate Tufts office before sending to your collaborator(s)/consultant(s). The goals of a letter of support are to: Specify what the collaborator(s)/consultant(s) will contribute to the research. Convince the reviewer that the collaborator(s)/consultant(s) will fulfill the request. Convey enthusiasm for the work. Lend credibility to your proposal. Letters of support should be unique and written from the point of view of your collaborator(s)/consultant(s). Be on institutional letterhead and signed by the appropriate party (someone authorized to make the commitment of support). Be addressed either to the PI of the proposal or to the granting agency - check the guidelines of the specific grant and/or agency. Be focused on requested topics and not contain details that are expected to be in the research description section (this is required by NIH and a good idea for most agencies). Address any specific guidelines (e.g., particular assurances) required by the funding agency or the university, as outlined in the Funding Opportunity Announcement (FOA) or as requested by your Research Administrator. Meet all other requirements (e.g., page limits) of the funding agency. For example: 2020 NIH Research Forms F indicate that letters of support from consultants should include rate/charge for consulting services, level of effort, and if access to core facilities will be provided as a fee-for-service. Most NSF letters of collaboration have a specific, one-sentence, template that should be used unless the solicitation states otherwise; see the 2020 NSF PAPPG. Be sure to follow all FOA, funding agency, and Tufts University guidelines. Beyond that, as long as your letter demonstrates specifically what your collaborator(s)/consultant(s) will be contributing to the project, there is no one way to draft a strong letter of support. One format that you might consider in the absence of specific agency guidelines follows: Example Letter of Support Format First Paragraph (1-3 sentences) Statement of support for the project/research - use words that convey enthusiasm. Identify the research project by name/title. Examples: "I am pleased to support your research." Identify the research project by name/title. Examples: "I am pleased to support your research." Body Paragraphs (1-3 paragraphs, or more as necessary) If applicable, state how the goals/research of the collaborator(s)/consultant(s) are well-aligned with the goals of the proposed research. What is the collaborator's motivation to work with you? State as specifically as possible the role of the collaborator(s)/consultant(s) in the project.

State why this collaborator/consultant is the appropriate person/organization/lab to perform the work. What is their relevant experience/expertise? Have they previously worked on a similar project? Do they have a successful track record? Do they have specialized equipment or reagents? Other resources? If you have worked with this collaborator before, be sure to say so! It demonstrates that a productive relationship has already been established. Be sure to include all information required by the funding agency; for example, for NIH, the rate or charge and level of effort for consultant services. Last Paragraph (1-3 sentences) Include a cordial closing. The level of formality should be determined by the level of personal relationship between the PI and the collaborator(s)/consultant(s). If you know each other very well, it can be less formal.

Template Letter of Support for our NIH proposal for support for MultiMap and CRIMAP.

Please feel free to personalize or modify as you see fit.

Tara Matise, Ph.D.
Department of Pathology
Rutgers University
Piscataway, NJ 08854
— DATE —
Dear Dr. [Name]:

I am writing to you in support of my grant application. I am requesting your support for my work on [insert project name].

We have been using [MultiMap/CRIMAP] in our research for [insert reason]. I am requesting your support for my work on [insert project name].

— NAME —
— DEPARTMENT —
— INSTITUTION —

Examples: "I look forward to collaborating with you on this work." "Best of luck with your grant application." Last updated: May 2020

Source: OVPR Research Development, Tufts University Skip to main content

Several NIAID investigators have graciously agreed to share their exceptional applications and summary statements as samples to help the research community. Below the list of applications, you'll also find example forms, sharing plans, letters, emails, and more. Find more guidance at NIAID's Apply for a Grant. Always follow your funding opportunity's instructions for application format. Although these applications demonstrate good grantmanship, time has passed since these grantees applied. The samples may not reflect the latest format or rules.

Writing a Successful Application for NIH

Intramural Research Training Programs

Advice from the NIH Office of Intramural Training & Education (OITE)

Basic Principles:

Before you begin assembling your application:

- Read the eligibility criteria carefully; don't waste time preparing applications that you know you will not be considered.
- Read all of the FAQs.
- Read the application guide.
- <http://www.training.nih.gov/resources/faqs/position.html>
- <http://www.training.nih.gov/resources/faqs/outline.html>
- <http://www.training.nih.gov/resources/faqs/outline.html> Note: Many of these questions were included because someone in the training program office thought they had information that would be helpful.
- Visit the OITE training programs for more resources. You will find tips on writing grants, sample applications, different programs and links to videos on applying successfully to the NIH program at <http://www.training.nih.gov/faqs>

Read each application:

- If the directions for the cover letter ask you to discuss four points, make certain you address all four.
- If you are asked to list the courses you have taken or the grades you received, make sure you list them all.

Timing: For the Postdoc RTA program, you are encouraged to apply six to nine months before you wish to begin your training. Note: the application deadline. However, you may apply at any time during the year.

• Editing and polishing your application is important, and it takes time. Many investigators start searching for summer interns well before the application deadline. The earlier you start, the better your chances of being selected for a position.

NIAID posts new samples periodically. The text of these applications is copyrighted. Awardees provided express permission for NIAID to post these grant applications and summary statements for educational purposes. Awardees allow you to use the material (e.g., data, writing, graphics) they shared in these applications for nonprofit educational purposes only, provided the material remains unchanged and the principal investigators, awardee organizations, and NIH NIAID are credited. Freedom of Information Act (FOIA). NIAID is strongly committed to protecting the integrity and confidentiality of the peer review process. When NIH responds to FOIA requests for grant applications and summary statements, the material will be subject to FOIA exemptions and include substantial redactions. NIH must protect all confidential commercial or financial information, reviewer comments and deliberations, and personal privacy information. Note on Section 508 Conformance and Accessibility: We have reformatted these samples to improve accessibility for people with disabilities and users of assistive technology. If you have trouble accessing the content, please contact the NIAID Office of Knowledge and Educational Resources at deaweb@niaid.nih.gov. Table of Contents Find sample applications and summary statements below by type: Find additional resources in the NIAID and NIH Sample Forms, Plans, Letters, Emiss, and More section. Research Grants R01 Sample Applications and Summary Statements The R01 is the NIH standard independent research project grant. An R01 is meant to give you four or five years of support to complete a project, publish, and reapply before the grant ends. Read more at NIAID's Comparing Popular Research Project Grants: R01, R03, and R21. R01 Samples Using Forms Version 5 PI and Grantee Institution Application Resources Verma Gordon, Ph.D., of the University of Texas at Austin "Assessing the roles of protein structure and mechanics in pathogen persistence: Reactions" (Forms-D) Full ApplicationSummary Statement Tom Muir, Ph.D., of Princeton University "Peptide Autoinducers of Staphylococcal Pathogens" (Forms-D) Full ApplicationSummary Statement R01 Samples Using Forms Version C PI and Grantee Institution Application Resources William Fairbion, Ph.D., of the Mayo Clinic Rochester "Proinflammatory cascades disrupt trig function through epigenetic mechanisms" (Forms-C) Full ApplicationSummary Statement R01 Samples Using Forms Version C Full ApplicationSummary Statement R01 Sample Applications and Summary Statements The small grant (R03) supports new research projects that can be carried out in a short period of time with limited resources. They are awarded for up to two years and are not renewable. R03s are not intended for new investigators. Read more at NIAID's Comparing Popular Research Project Grants: R01, R03, and R21. PI and Grantee Institution Application Resources Martin Karpus, Ph.D., of Harvard University "Modeling atomic structure of the EmrE multidrug pump to design inhibitor peptides" (Forms-B2) Full Application Chad A. Rappleye, Ph.D., of Ohio State University "Forward genetics-based discovery of Histoplasma virulence genes" (Forms-B2) Full ApplicationSummary Statement R15 Sample Applications and Summary Statements The Research Enhancement Award (R15) program supports small-scale research projects to expose students to research and strengthen the research environment at educational institutions that have not been major recipients of NIH support. They are awarded for up to three years. PI and Grantee Institution Application Resources Artee Domashhevskiy, Ph.D., of John Jay College of Criminal Justice "Development of a Novel Inhibitor of Ricin: A Potential Therapeutic Lead against Deadly Shiga and Related Toxins" (Forms-D) Full ApplicationSummary Statement Rahul Raghavan, Ph.D., of Portland State University "Elucidating the evolution of *Coxiella* to uncover critical metabolic pathways" (Forms-D) Full ApplicationSummary Statement R21 Sample Applications and Summary Statements The R21 funds novel scientific ideas, model systems, tools, agents, targets, and technologies that have the potential to substantially advance biomedical research. R21s are not intended for new investigators, and there is no evidence that they provide a path to an independent research career. Read more at NIAID's Comparing Popular Research Project Grants: R01, R03, and R21. PI and Grantee Institution Application Resources Steven W. Dow, D.V.M., Ph.D., of Colorado State University, Fort Collins "Mechanisms of enteric *Burkholderia pseudomallei* infection" (Forms-B) Full ApplicationSummary Statement Joseph M. McCune, M.D., Ph.D., of the University of California, San Francisco "Human immune system layering and the neonatal response to vaccines" (Forms-B) Full ApplicationSummary Statement Peter John Myler, Ph.D., and Marilyn Parsons, Ph.D., of the Seattle Biomedical Research Institute "Ribosome profiling of *Trypanosoma brucei*" (Forms-B) Full ApplicationSummary Statement Howard T. Petrie, Ph.D., of Scripps Florida "Lymphoid signals for stromal growth and organization in the thymus." (Forms-B) Full ApplicationSummary Statement Michael N.

CRIS Guidance Letter of Support 8/25/00

SAMPLE TEMPLATE

[Letterhead]

[Date]

[Address]

Dear [Name]:

I am writing to you in support of my grant application. I am requesting your support for my work on [insert project name].

2nd ¶ [Explanatory Paragraph]: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

3rd ¶ [Explanatory Paragraph]: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

4th ¶ [Explanatory Paragraph]: Briefly in 4-5 sentences reiterate that you are giving your full support/recommendation, and end on a positive note, such as that you highly recommend this project to sponsors and look forward to hearing about its success.

Sincerely,

Name & Title
Email

Starnbach, Ph.D., of Harvard University Medical School "Alteration of host protein stability by Legionella" (Forms-B) Full ApplicationSummary Statement R21/R33 Sample Application and Summary Statement The R21/R33 supports a two-phased award without a break in funding. It begins with the R21 phase for milestone-driven exploratory or feasibility studies with a possible transition to the R33 phase for expanded development. Transition to the second phase depends on several factors, including the achievement of negotiated milestones. PI and Grantee Institution Application Resources Stephen Dewart, Ph.D., of the University of Rochester "The semen enhancer of HIV infection as a novel microbicide target" (STTR Phase I / R41, Forms-D) Full ApplicationSummary Statement Small Business Grants R41, R42, R43, and R44 - Small Business Sample Applications The SBIR (R43/R44) and STTR (R41/R42) programs support domestic small businesses to engage in research and development with the potential for commercialization. Read more about NIAID Small Business Programs. PI and Grantee Institution Application Resources Iain James MacLeod, Ph.D., of Aldatu Biosciences, Inc. "PANDAA for universal, pan-lineage molecular detection of Lassa fever infection." (SBIR Phase I / R43, Forms-E) Full ApplicationSummary Statement Benjamin Delbert Brooks, Ph.D., of Wasatch Microfluidics "High-throughput, multiplexed characterization and modeling of antibody:antigen binding, with application to HSV" (SBIR Phase I / R43, Forms-D) Full ApplicationSummary Statement Yingru Liu, Ph.D., of Theravax, Inc. "Experimental Gonococcal Vaccine" (SBIR Phase II / R44, Forms-D) Full ApplicationSummary Statement James Smith, Ph.D., of Sano Chemicals, Inc. "Lead Compound Discovery from Engineered Analogs of Occidiofungin" (STTR Phase I / R41, Forms-D) Full ApplicationSummary Statement David H. Wagner, Ph.D., of OP-T-MUNE, Inc.

Technovax, Inc. "Broadly protective (universal) virus-like particle (VLP) based influenza vaccine" (SBIR Phase I / R43, Forms-B2) Full Application Michael J. Lochhead, Ph.D., of MBio Diagnostics, Inc. "Point-of-Care HIV Antigen/Antibody Diagnostic Device" (SBIR Phase II / R44, Forms-B2) Full Application Kenneth Coleman, Ph.D., of Arietta Corporation "Antibiotics for Recalcitrant Infection" (SBIR Fast-Track, Forms-B1) Full Application Patricia Garrett, Ph.D., of ImmuneTech, Inc. "Rapid Test for Recent HIV Infection" (SBIR Phase II / R44, Forms-B1) Full Application Raymond Houghton, Ph.D., of InBios International, and David AuCoin, Ph.D., of University of Nevada School of Medicine "Antigen Detection assay for the Diagnosis of Melioidosis" (STTR Phase II / R42, Forms-B1) Full Application Mark Poritz*, Ph.D., of BioFire Diagnostics, LLC, "Rapid, automated, detection of viral and bacterial pathogens causing meningitis" (SBIR Phase I / R43, Forms-B1) Full Application Dr. Mark Poritz submitted the original grant application. In the course of the first year of funding, Dr. Andrew Hemmert took on increasing responsibility for the work. For the grant renewal, Dr. Poritz proposed that Dr. Hemmert replace him as the PI. Training and Career Awards K01 Sample Applications and Summary Statements The Research Scientist Development Award (K01) supports those with a research or health-professional doctoral degree and research development plans in epidemiology, computational modeling, or outcomes research. Read more about NIAID Career Development Awards (K). PI and Grantee Institution Application Resources Lillian Ambroggio, Ph.D., of the Cincinnati Children's Hospital Medical Center "Metabolomics Evaluation of the Etiology of Pneumonia" (Forms-D) Full ApplicationSummary Statement Peter Rebeiro, Ph.D., of the Vanderbilt University Medical Center "The HIV Care Continuum and Health Policy: Changes through Context and Geography" (Forms-D) Full ApplicationSummary Statement K08 Sample Applications and Summary Statements The Mentored Clinical Scientist Research Career Development Award (K08) supports those with current work in biomedical or behavioral research, including translational research, a clinical doctoral degree such as M.D., D.V.M., or O.D., and a professional license to practice in the United States. Read more about NIAID Career Development Awards (K).

October 4th, 2010

Members of the Review Panel:

This letter accompanies the application submitted by [Name] for an NIH sponsored R01 Award.

This letter expresses the individual's support for the application. As a member of the grantee institution's review committee, he or she has been involved in the review of this application.

*"resident" or "nonresident": he was highly recruited by the grantee program, and/or he has been involved in the grantee institution's review committee.

Paragraph 1: Describe how you know the investigator and comment on their research.

Paragraph 2: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 3: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 4: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 5: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 6: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 7: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 8: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 9: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 10: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 11: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 12: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 13: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 14: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 15: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and fill in gaps in services or research.

Paragraph 16: Explain why you support this project based on your position (e.g., may be a member of the grantee institution's review committee, or involved in the grantee institution's review committee). What exactly is your role in the grantee institution's review committee? Why is it relevant? If you have a history of collaboration with the grantee or the grant institution, explain how you have worked together. Give specific examples of the funding you have received from the grantee institution. Be good for your specific population, and

