



**MACULAR DEGENERATION RESEARCH**  
**A PROGRAM OF THE**  
**AMERICAN HEALTH ASSISTANCE FOUNDATION**

**Letter of Intent Guidelines**

**Scope**

The AHAF funding mechanisms are designed to provide initial funding for highly innovative experimental ideas. Most of the awardees use the AHAF donor award money to demonstrate key findings that lead to later interest and additional funding from industrial or governmental funding agencies. AHAF prefers not to fund projects for which substantial resources already exist, or that may already be competitive for governmental or industrial support.

**General Guidelines**

Margins should be no less than 3/4" on all sides. Use Times New Roman font at a size no less than 11 points. The color of the narrative text should be black. Applications must be legible and written in English. Do not use jargon or unusual abbreviations.

Please submit your Letter of Intent using the templates provided at <http://www.ahaf.org/research/apply/main.html>

**Page Limits**

The entire document should not exceed 6 pages, including the final signature page, when printed on 8.5 x 11 inch paper. Letters submitted on A4, or other page sizes will be declined. Maximum word and/or page counts for individual sections will be enforced.

Tables, graphs, and photographs may be included, but their captions are considered to contribute to the page limitations.

The last page (Signature Page) should be signed, scanned, and included as the 6th and final page of the document. The Signature page should not contain any text from previous sections.

In order to provide all applicants an equal opportunity to present their ideas, **AHAF holds the administrative right to deny any proposal that violates the length limitations or formatting requirements. Please expect that your Letter will be declined if the Proposed Research section exceeds two pages, or if the specific aims exceed 375 words.**

### **Cover Letter**

Cover letters may be submitted as separate PDF files. These will be reviewed internally at AHAF but will not be shared with reviewers.

### **File Sizes**

The submission website will not permit uploads of greater than 2 MB of information for any single application. If you plan on submitting an additional cover letter, the total file size for both documents should not exceed 2 MB.

In some cases, greater file sizes may be allowable, but must be approved at least one week prior to the deadline. Please contact an AHAF staff member to discuss this.

### **Submission Instructions**

Please convert your Letter of Intent to a pdf file format and save it as “lastname\_LOI\_FY12.pdf” where ‘lastname’ is the surname of the Principal Investigator.

Upload your files through the link at the following URL:

[http://www.ahaf.org/research/apply/main.html#MDR\\_apply](http://www.ahaf.org/research/apply/main.html#MDR_apply)

Once logged onto the submission website, you will be asked to supply information related to your proposal. We anticipate that answering the online questionnaire should not take more than 10 minutes.

### **Reviews:**

Letters of Intent are reviewed and scored on the basis of scientific merit and relevance to the treatment and prevention of Age-related Macular Degeneration. Each proposal is examined by 3-5 reviewers, who are themselves active researchers in the field. A roster of the pool of reviewers currently used by AHAF is available at <http://www.ahaf.org/research/apply/faqs.html#mdr3>.

*Written critiques are not provided during the Letter of Intent stage.* Approximately 35-40 Principal Investigators will be invited to submit a full application. The deadline for the full submission is described on the AHAF website <http://www.ahaf.org/research/apply/main.html>

### **Notification:**

You will be notified in early September as to whether your Letter of Intent will result in an invitation to submit a full application. Notifications are sent via email.

### **Contact Information**

If you have any questions or difficulties, please contact the AHAF grants department at [researchgrants@ahaf.org](mailto:researchgrants@ahaf.org)