



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

**Letter of Intent Guidelines**

**Due by 11:59 PM EST July 10, 2009**

**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 attached template.

**Page limits**

The entire document should not exceed 5 pages (including signature page) when printed on 8.5 x 11 inch paper. Maximum word counts for individual sections will be enforced.

Tables, graphs, and photographs must be included within the section in which they are referenced. Text in figure legends, tables, or graphs, should be included in the word count.

The last page (Signature Page) should be signed and scanned into the document. The Signature page should not contain any information from previous sections.

In order to provide all applicants an equal opportunity to present their ideas, **AHAF holds the right to administratively deny any proposal that violates the length limitations or formatting requirements.**

**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\_FY10.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. Written critiques are not provided during the Letter of Intent stage. Approximately 30-40 Letters of Intent authors will be invited to submit a full application to be submitted by Thursday, October 29, 2009.

**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)