### Healthy Eating Research Special Call for COVID-19 Related Projects

### Letter of Intent – Issue Brief/Paper Template

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| **Instructions for using this template.****You should:*** Please use the guidelines below to prepare your letter of intent, using the section headings provided (e.g., Concept and Rationale, Outline) to organize your responses.

Before uploading your letter of intent, delete the instructions in this box—and the guidelines shown in blue. **Please leave the major section headings (in bold, black type) as organizational tools.****IMPORTANT NOTES:*** Your letter of intent should be typed in **black**, **11-point Arial font**.
* The letter of intent, including the section headings, should be **no more than two pageswith 1.5 line spacing and one-inch margins** on the top, bottom, and sides of the page.
* **Citations/references are not needed.** If you choose to include them, they must fit within the two-page limit.
* Do not adjust the margins or font style/size of this template.
* **This template is only to be used for Issue Brief and/or Paper idea submissions.** If you wish to submit a study concept, please use the Study Template.
* In your Letter of Intent, please list the entire project team. **As part of your application, you must also attach the CV or NIH biosketch of the PI or co-PIs only**. The CV or biosketch does not count towards your two page limit.

 **Remember to delete this block of instructions—and the guidelines shown in blue—before uploading this template.****LETTERS OF INTENT THAT DO NOT CONFORM TO THE FORMATTING INSTRUCTIONS ABOVE WILL NOT BE REVIEWED.** |

**Project Title:**

**Applicant Name:**

**Legal Name of Applicant Organization:**

**Funding Amount Requested:**

**Timeline:**

**Brief/Paper Concept and Rationale (*approximately ½ page*)**

Describe the purpose of the proposed issue brief or paper. Briefly describe the significance and contribution of the proposed paper towards understanding the impact of the COVID-19 pandemic on nutrition and diet quality, food security, and related health consequences for children and families, and the potential to inform policy or program implications during and post-COVID-19. Also describe the potential this proposal has to impact groups at highest risk for poor health and well-being, and nutrition and weight-related health disparities (i.e., relevance to low-resource communities and children in lower-income and racial and ethnic minority populations at highest risk for poor diet and obesity).

xxxxxx (your response goes here in black type) xxxxxx

**Brief/Paper Outline** ***(NOTE: This section should be the “bulk” of your Letter of Intent: approximately 1 page in length*).**

Include the key research questions, methods, measures, and analysis plans (as applicable).

xxxxxx (your response goes here in black type) xxxxxx

**Names and Qualifications of Authors (*approximately ¼ page*)**

Name and include degree(s), title, and organization of all anticipated authors at the time of submission. List the entire project team here and submit the CV or NIH biosketch of only the PI or co-PIs along with your Letter of Intent.

xxxxxx (your response goes here in black type) xxxxxx