

## Lumbar Spine Research Society

### Letter of Intent Guidelines

Lumbar Spine Research Society Grant applicants must submit a two-page letter of intent (Word or PDF) to the LSRS at [LSRS@lsrs.org](mailto:LSRS@lsrs.org). Please include the Principal Investigator's name in the subject line of the e-mail.

**LETTERS OF INTENT MUST BE SUBMITTED NO LATER THAN October 1, 2019.**

Letters of Intent must include each of the nine sections as follows:

1. Title of Project.
2. Summary.
3. Hypothesis Statement. Statement of the Project.
4. Description of Problem/Background (not more than 200 words) as it relates to the spine.
5. Purpose and Method of Research (not more than 400 words) for the project.
6. Other sources of funding. List all other sources of funding for this project.
7. Capabilities. Include the names, credentials, and email addresses of all participating authors. Include full contact information for the Principal Investigator including email address, mailing address, and phone number. Include the name of participating institution.
8. Budget. Budgets should include a specific request for funds and include permanent hard equipment, statistical analyses consumable equipment, and salaries to staff, travel, publication costs, and other direct expenses. There is no limit to the amount applicants can request; however, most grants that are approved have budgets of no more than \$20,000/year. Indirect costs, overhead, or institutional costs are not reimbursed by this grant. The budget should not include salaries for the principal investigator or other investigators although salaries for statisticians, lab technicians and other support personnel are appropriate. Budgets should not include costs for attendance and presentation at the LSRS Annual Meeting. Grants are awarded for one year only.
9. Closing Statement. The closing statement should include any long-term research plans related to the study (ie, plans to apply for NIH grants, etc.)

Each research committee member will review the letters of intent and score them based of novelty, significance, methodology, and feasibility. The investigators of the highest three scores will be asked to submit formal grant applications.