

The deadline to submit the completed LOI with its attachments is 11:59pm July 25, 2025.

LOIs are reviewed by members of the Concern Foundation Scientific Review Committee. Notification of LOI status and invitation to submit a full proposal will be available in early September 2025. Due to the large number of LOIs submitted, only a small percentage are invited to submit a full proposal. Additional guidelines will be made available to those invited to submit the full proposal.

LOI: HOW TO APPLY

Please carefully review the information provided below and submit your complete LOI via Google Drive - Complete the [form here](#) once you have all the requisite attachments **combined** and ready to submit in **a single PDF document**.

FORMAT REQUIREMENTS

Font size: 11 or greater, standard line spacing and text density

Margin size: 0.5" all around

Format: PDF, 10MB Max

Page limits:

Scientific page: up to 1 page

Biosketch: up to 5 pages

A. ATTACHMENT Part 1: LETTER OF INTENT

The Scientific Description should address the components below. It may be up to one (1) page and uploaded as part of the pdf file).

1. Principal Investigator (applicant)
2. Title of project
3. Key Words (3-5)
4. Background and Preliminary Data
5. Hypothesis
6. Specific Aims and Synopsis of the work
7. Impact, Significance, Novelty (to science, to cancer, to advancement of PI's career)
8. Relevance to Concern Foundation's mission

B. ATTACHMENT Part 2: CHAIR LETTER OF SUPPORT

The letter from the Department or Division Chair should include information on:

1. Academic position of applicant, attesting to their status as junior investigator and their start date in that position.
2. Degree of independence (applicant's position, independence in determining research direction and budget decisions, hiring and retention of laboratory personnel, own independent laboratory space)
3. Institutional commitment (independent space, institutional financial support and duration of support, amount of protected time, duration of the protection, etc.)
4. Other relevant information in support of the applicant

C. ATTACHMENT Part 3: BIOSKETCH

Biosketch ([Current NIH biosketch](#), up to 5 pages, download the template provided [here](#))

D. ATTACHMENT Part 4: OTHER SUPPORT

List all current, pending or confirmed sources of funding that support your research using the [NIH template found here](#) (you do not need to list In-kind). This includes funding from multi-year grants. Please list the source, dates, project director, project title, percent effort, direct cost per year, dates of total funding period, and your role. State whether this application duplicates any aspects of the proposal or of other grants, either scientifically or in terms of budget. We note that some overlap may occur, and if it does, it should be well

described and justified, or if pending, indicate how the overlap will be addressed. For pending NIH funding please list when it was submitted or reviewed and if reviewed, if the score is already known.

QUESTIONS?

Contact grants@concernfoundation.org.

All notifications will originate from this email address. Please add it to your contact list to avoid important messages from landing in your Spam folder.

Due to the volume of inquiries, please do not call the Concern Foundation office.