



AMERICAN ACADEMY OF  
HOSPICE AND PALLIATIVE MEDICINE

## **RESEARCH GRANT APPLICATION LETTER OF SUPPORT POLICY**

Effective Date: 11/12/13

The AAHPM gets many requests for letters of support (LOS) for research grant applications. Requests from members will be referred to the Research Committee who will evaluate the request based on our policies and priorities.

Endorsement letters will comment on the importance of the objective and the relevance of the research topic, but will not attempt to evaluate the quality of the proposal or record of the investigator or institution. Any disputes will be referred to the Executive Committee for resolution.

A checklist of requirements will be posted on AAHPM's website that anyone asking for a LOS needs to complete, as well as a copy of the template. The requirements include that the:

- a. Principal Investigator (PI) is a member of AAHPM
- b. PI must use the agreed upon template without editing beyond the areas indicated
- c. Turnaround time for AAHPM may require a full month

AAHPM staff will receive request and ensure that checklist is complete. If not, the request will be sent back to the person requesting the LOS, who will be directed to the instructions.

If checklist is completed satisfactorily, then request will be sent to Research Committee Chair and members of subcommittee for final review. Review will not involve critique of the science. Main role of subcommittee is to double check that the template was used appropriately.

## RESEARCH GRANT APPLICATION LETTER OF SUPPORT TEMPLATE

Dear \_Addressee\_\_\_\_\_ ,

The American Academy of Hospice and Palliative Medicine is writing in strong support of the grant proposal \_\_Title\_\_\_\_\_, submitted by Academy member, \_\_PI\_\_\_\_\_, and including Academy member, \_\_mentor and their affiliation\_\_\_\_\_.

Research in Hospice and Palliative Medicine is critical. This proposal is important because it addresses the following gaps in the palliative care evidence base:

- \_\_List strong points\_\_\_\_\_

Dr. \_PI\_\_\_\_\_ aims to \_\_purpose\_\_\_\_\_. This is a needed area of research and will advance the evidence related to \_\_research area\_\_\_\_\_. The long-term goal of this research is \_\_fill in details\_\_\_\_\_.

Because of rapidly growing public demand for high quality palliative care, this proposal is conceptually relevant and important for expanding the evidence base for our professional practice.

We appreciate your review of this proposal, and the potential to support this research, particularly at this critical juncture in the development of this emerging field.

Sincerely,