*Instructions:*

* *Applicants must use this LOI template and adhere to the instructions provided in the AiR Challenge: Focus on Childhood Cancer Program Application Guidelines. Failure to follow the LOI instructions and program requirements might result in the LOI being rejected without review.*
* *After completing the LOI template, applicants should delete the sections titled “Instructions” and “Formatting Requirements.” All of the italic text in this template can be deleted; non-italic text must be retained as part of the submitted LOI.*
* *The applicant name and project title must be inserted into the header. Do not delete the header of this template.*
* *Applicants must convert the completed template to a PDF file, which will be uploaded to ProposalCentral (according to the Guidelines).*
* ***The deadline for LOI submission is 11:59 pm (ET) on September 15, 2025****. All LOI and application information must be submitted using ARDF’s online application portal in ProposalCentral: https://proposalcentral.com/GrantOpportunities.asp?GMID=222*

*Formatting requirements:*

* *Font: LOIs must use 11 or 12-point font for the text and no smaller than 9-point for figures, legends, and tables. Applicants can use Arial, Calibri, Helvetica, Georgia, Palatino Linotype, or Times New Roman.*
* *Spacing: LOI text can be single-spaced (or larger spacing if desired).*
* *Margins: page margins must be at least 0.75 inches (19 mm) on each side.*
* *Page limit:* ***The LOI text (excluding citations) can be no more than two (2) pages****. The citations section does not have a page limit.*
* *Tables and images: Figures can be included in the body of the LOI and count toward the page limit.*

**I. Letter of Intent *(as noted above, all instructions in italics can be deleted and non-italic text must be retained)***

**1. Background/Rationale of the Research Question**

*This section should include a clear and compelling statement of the research question and describe the novelty of the approach (which could include the use of already-developed methods to new applications). This section should include the specific aims of the project as well as the long-term objectives of the proposed work. This section should provide sufficient context to evaluate the importance of the research question.*

**2. Study design and approach**

*This section should describe the overall approach, including a general description of the methodology used to address the research question and any preliminary data that support the proposed approach. It is not necessary to include a detailed description of the methods but this section should provide enough information about the planned work to understand whether it is technically feasible and how potential challenges could be addressed.*

**3. Significance and potential impact**

*This section should describe the significance of the project in terms of its potential to address the program’s dual mission of improving the understanding or treatment of childhood cancer(s) and demonstrating the value of non-animal approaches for biomedical research. If the project directly addresses replacement, applicants should describe the specific applications that study findings could address. If the project does not directly address replacement, this section should describe how the project will demonstrate the value of non-animal approaches for the research question(s).*

**4. Prior relevant experience**

*This section should briefly describe the prior experience of the PI (and co-PI(s), if applicable) that supports the success of the proposed work. The project team does not need to be finalized at this stage, but applicants are strongly encouraged to indicate the complementary areas of expertise and training needed to successfully complete the project and intentions to recruit this expertise. Note that the PI’s biosketch is required in another part of the application, so this section should emphasize the experience and training most relevant to the proposed project as well as available resources or facilities that will contribute to the project’s success.*

**II. Citations (no page limit)**

*ARDF recommends that the format of citations follow the Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals (ICMJE Recommendations). (Examples available at:* [*https://www.nlm.nih.gov/bsd/uniform\_requirements.html*](https://www.nlm.nih.gov/bsd/uniform_requirements.html)*.) However, any citation format is allowed, provided that the following information is included: first author’s last name, full title of the article, journal name (abbreviated), issue/volume/page (or equivalent for online publications) and year of publication. Note that this section is for citations in the LOI text only; do not include extraneous references that are not cited in the LOI text.*