**LETTER OF INTENT**

Investigators intending to apply for the BISI Seed Grant will be required to submit a two-page letter of intent (LOI) with details of the study to the assessment committee.

Applicants who have LOIs accepted will be invited to attend a half-day grant workshop (at least 2 sessions will be held, investigators only need to attend one) before the official grant call starts. The grant call will commence after the last workshop is conducted and will remain open for 3 months.

Applicants will need to submit the final endorsed proposal (BISI Seed Grant Application Form) before it closes.

This LOI must include the following:

1. A succinct and accurate description of the research proposal in no more than 1000 words. The proposal must capture the significance of the study, the hypothesis or research/implementation questions to be addressed, the approach and feasibility of the study.
2. Study team members (PI, Co-I, collaborators, researchers).
3. Estimated resources required (Itemized each resource and state quantity needed).

**Study Proposal (1000 words):**

**Study Team Members:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Applicant** | **Role** | **Designation** | **Department** | **Institution** |
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**Required Resources:**

|  |  |  |
| --- | --- | --- |
| **Category** | **Approx Cost (S$)** | **Item/Qty** |
| EOM |  | e.g., 1 RA for conducting interviews, 1 RF for data analytics |
| Equipment |  | e.g., 1 x Laptop, server, exercise equip |
| OOE |  | e.g., Study licenses/tools, consultancy services (survey companies) |
| **Total:** |  |  |