# **Minority Serving Institutions (MSI) RFA- LOI Template**

# ***This template is to be completed and submitted by the proposed Principal Investigator; all fields denoted by an asterisk (\*) cannot be changed when submitting the Full Application.***

# ***The LOI should not exceed three (3) pages maximum.***

**Title of Proposed Research**

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| --- |

**Lead Principal Investigator \***

|  **Name** |  **Professional Title** |  **Organizational Affiliation** |
| --- | --- | --- |
|  |  |  |

**Co-Principal Investigator(s)**

|  **Name** |  **Professional Title** |  **Organizational Affiliation** |
| --- | --- | --- |
| **Translation Partner\***  |  |  |
|  |  |  |

**USAID Technical Sector(s) Most Closely Related to the Proposed Research \***

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**USAID Country Priority Being Addressed by the Proposed Research**  based on USAID Country (or Region) Development Cooperation Strategy/USAID country roadmap/ USAID country priority document**\***

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**Description of the USAID country priority that the proposed research is addressing \***

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**Description of Proposed Research Team**

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**Name of Systems Analysis Framework Utilized \***

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**Description of Proposed Research and Systems-Level Approach Used\***

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**Checklist of Additional Information \*^**

| **Checklist Item** | **Yes / No** |
| --- | --- |
| a. Have you used Systems Analysis Approach? |  |
| b. Have the Completed ERT and Gender Trainings? |  |
| c. Have you included a letter of commitment from the main translation partner institution? |  |
| d. Have you included a letter of support from the Dean or Department Head of the PI’s institution? |  |
| e. Do you need a waiver for the 10% cost-share? |  |

^ Note: please upload to Qualtrics all supporting documents for the items listed above.