



**Deadline: Thursday, February 27, 2025 - 5:00 PM CST**

On behalf of America's pig farmers, the National Pork Board provides science-based nutrition information to, and in collaboration with, a variety of stakeholders committed to fostering a healthier society, including health professionals, academics, industry, consumers and media.

The National Pork Board is committed to building a strong foundation of high-quality scientific evidence, from observational epidemiological and clinical intervention studies to modeling and substitution analysis research, that helps determine the health effects of pork consumption across the lifespan.

The Human Nutrition Task Force of the National Pork Board is requesting proposals in **HUMAN NUTRITION** (See details below). The proposal process uses an initial letter of intent (LOI). The LOI will be used for initial screening. Projects that are selected from the LOIs will be notified by **March 28, 2025**, and invited to submit a full proposal by **April 23, 2025**. Request for full proposal application will be made to the Principal Investigator. Specific research topics and questions are listed below, not in priority order. All proposals submitted **must** address at least one of the specific research focus areas or questions described below. **Novel approaches and concepts are encouraged.**

There is \$650,000 in total for **2025 funding**, and the budget request should be appropriate and justified for the work that is being proposed. Researchers are encouraged to find co-funding or matching funds or in-kind contributions for the project when possible.

Proposals must be submitted in the LOI format shown below to be considered.

## Instructions & Format

### Request for Letter of Intent 2025

#### Human Nutrition



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#### **Important things to remember:**

- Proposals must be in Word format only
- Proposal must start with Cover Page – see page 6 of this document

**Thank you for your interest in our Research Program at the National Pork Board. Please read the following instructions completely.**

**Go to our website at <https://porkcheckoff.org/research> and click on “View Research RFPS” located on the right of the page. You will find this RFP and the Instructions and Format document.**

#### **Step 1: Complete Proposal**

Download the Instructions and Format document for this RFP. The proposal must be typed in the required format – see the last four pages of this document. Your proposal must be typed in 12-point font size, Times New Roman font, double-spaced with margins of .5” on left, right, top and bottom.

**Proposals must be submitted as a Word file – not PDF. Please remember to turn off tracking changes before uploading your proposal.**

Save your proposal with the file name of: **“LAST NAME, FIRST INITIAL – Proposal”**. Example: **SMITH,J – Proposal.doc**. If you are submitting more than one proposal, please use **SMITH,R-2 – Proposal.doc**. Restrict the use of scientific acronyms in your proposal.

#### **Step 2: Complete and Submit Proposal**

Submit the completed Word document version of your proposal to the online portal.

#### **Instructions:**

Go to [porkcheckoff.org](http://porkcheckoff.org) and under the Research tab at the top of the webpage, navigate to Research Request for Proposals.

On the Pork Checkoff Research RFPs page, you will see a section that says, "Proposal Ready?". Under that section, location and click on "Create New Account." Note: If you already have an NPB Research Portal account set up, you may sign in.

The "Create New Account" link will take you to our new Proposal Portal where you will fill in your First Name, Last Name, and Email. Click "Sign Up."

An email notification from the National Pork Board will be sent to your registered email address for you to complete the registration process. Click on the URL Link in the email and create your new password.

Once you have set up your password, you have created an account.

#### **To submit LOI:**

Login to the NPB Research Portal. Once logged in, click on Submit Proposal at the top of the page. Click on the drop-down menu to select Human Nutrition RFP – 2025 and click on Next.

The next page will ask if you are submitting an Letter of Intent or Proposal. Please click on Letter of Intent and click Next. You will then fill out your LOI information on the next couple of screens.

Towards the end of the process you will be asked to upload your LOI document.

Please title your document as follows: LAST NAME, FIRST INITIAL –2025Human Nutrition LOI. The page will not show your uploaded file, but when complete, click Next and then Submit.

**Download this document and use the subsequent pages as your proposal format. Please delete this and the previous pages of instructions before you submit your proposal.**

**Thank you**



**It is our policy to honor the confidentiality of each research proposal to protect investigators from having their ideas exposed to unnecessary critique and discussion. However, during review, the reviewer may make discrete inquiries on protocol mechanics if it improves the quality of his/her evaluation, so long as the source and nature of the work is undisclosed.**

Is this a request for a second or third year finding? \_\_\_\_\_

If so, please indicate original project number: \_\_\_\_\_

<b>Project #</b>		<b>(NPB use only)</b>	
<b>Category:</b>	HUMAN NUTRITION		
<b>Project Title:</b>			
<b>Estimated Funding Amount:</b>		<b>Project Duration:</b>	

<b>Principal Investigator and Title:</b>			
<b>Institution:</b>			
<b>Address:</b>			
<b>City, ST ZIP</b>			
<b>Phone:</b>		<b>FAX:</b>	
<b>Email:</b>			

**Co-Investigator(s)****Institution, City, State****Email address**

1.		
2.		
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<b>Contracts/Grants Administrator name:</b> <i>(person to receive contracts, if funded)</i>								
	<b>Title</b>			<b>Organization</b>				
	<b>Street Address</b>							
	<b>City</b>				<b>State</b>		<b>Zip</b>	
	<b>Phone</b>		<b>Fax</b>		<b>E-Mail</b>			

**How did you find out about this grant opportunity? Select all that apply.**

<input type="checkbox"/> Pork Checkoff Website	<input type="checkbox"/> Email	<input type="checkbox"/> Colleague
<input type="checkbox"/> Lunch & Learn	<input type="checkbox"/> ASN Advertisement	<input type="checkbox"/> LinkedIn
<input type="checkbox"/> Other:	<input type="checkbox"/> Referral: _____	

**National Pork Board**  
**REQUEST FOR LETTER OF INTENT – 2025**  
**Human Nutrition**

**Letter of Intent due: Thursday, February 27, 2025 – 5:00 PM CST**

The proposal process uses an initial Letter of Intent (LOI). The LOI will be used for initial screening. Projects that are selected from the LOIs will be invited to submit a full proposal. Request for full proposal application will be made by the National Pork Board to the Principal Investigator by **March 28, 2025**. Full proposal applications will be due to National Pork Board by **April 23, 2025**.

Your application should consist of 3 pages – the cover page and the 2-page LOI. The LOI should be typed in 12-point font size, Times New Roman font, double-spaced with margins of .5” on left, right, top and bottom. A CV is not required. If included, CVs will not count against page totals.

**The 2-page LOI should contain the following:**

- i) Project Title
- ii) National Pork Board Research Priorities to be Addressed
- iii) Brief Background/Statement of Purpose (briefly stated)
- iv) Hypothesis/Specific Aims (briefly stated)
- v) Experimental Approach (briefly stated)
- vi) Expected Budget & Study Timeline (broad estimates are fine)
- vii) Expected Outcomes & Importance to the Pork Industry (briefly stated)
- viii) References (if applicable)
- ix) Optional – CV, collaborating researcher details

If you have any questions, please contact Kristen Hicks-Roof, Director of Human Nutrition at the National Pork Board by email [kroof@pork.org](mailto: kroof@pork.org).

## **Appendix**

### **Research Integrity Guidelines**

As part of its congressional mandate established in 1985, the Pork Checkoff is tasked with advancing the pork industry through research that covers all areas of pork production, processing, and human nutrition.

Checkoff funding is a key mechanism to make independent, scientifically sound research possible for the benefit of America's pig farmers and domestic and global pork consumers.

With a focus on continuous improvement from farm to fork, Checkoff research funds are investing in independent research studies focused on multiple key areas, including animal welfare, disease prevention, genetics, production, the environment and human health and nutrition. This focused, yet multi-pronged approach enables farmers to meet the challenges of responsible, ethical, and sustainable pork production today and for the future.

**In order to maintain integrity and transparency in the conduct of this research, and to help minimize the potential for bias due to funding source, the National Pork Board (NPB) abides by the below research integrity guidelines informed by accepted scientific practice and guiding principles:**

- NPB requires control of the study design, the research itself, and the interpretation of findings remain with scientific investigators;
- NPB requires that if and where relevant, researchers must disclose if the funder advised on the study design, conduct of research, and/or the development of the manuscript;
- NPB requires supported researchers, either acting within contract research entities/organizations or as contract researchers, disclose in publications and conference presentations, full written or oral disclosure, all relevant relationships (financial and non-financial competing interests);

- NPB ensures that prior to the commencement of studies, there is a written agreement that the investigative team has an obligation to attempt to publish the findings within some specified timeframe and the freedom to choose the journal to which the work will be submitted and that the research team submit results from all completed studies for publication regardless of outcomes;
- NPB guarantees that payment of research is not contingent on the outcome of a research project;
- NPB requires that researchers not participate in undisclosed authorship arrangements in publications or presentations;
- NPB requires that academic researchers, when they work in contract research organizations or act as contract researchers, make clear statements of all their affiliations; require that such researchers publish under the auspices of the contract research organization;
- NPB's Human Nutrition Research Program issues a formal request for letters of intent that is open to the entire research community and selects and supports only the highest quality research proposals;
- NPB utilizes external subject matter experts in nutrition science and related fields to guide its selection of scientifically sound research proposals;
- NPB requires the conduct or sponsorship of research that is factual, transparent, and designed objectively; according to accepted principles of scientific inquiry, the research design will investigate an appropriately phrased hypothesis and/or question, rather than favor a particular outcome;
- NPB guarantees accessibility to all data and control of statistical analysis by investigators and appropriate auditors/reviewers, and that as relevant, projects are registered with appropriate internationally-accepted databases (e.g., ClinicalTrials.gov, etc.) and adhere to applicable reporting guidelines (e.g., CONSORT, PRISMA, etc.);
- NPB is committed to the responsible communication of the studies it funds across mediums (e.g., media interviews, blog posts, etc.). Nutrition communications materials produced by NPB are reviewed by a team of internal and external nutrition experts and all efforts are made to ensure that study results are put in the appropriate context of the broader body of scientific evidence.



**The National Pork Board reviews these research integrity guidelines on an annual basis to ensure they remain relevant, appropriate and useful.**

## **References:**

- Alexander N, Rowe S, Brackett RE, et al. [Achieving a transparent, actionable framework for public-private partnerships for food and nutrition research](#). *Am J Clin Nutr*. 2015;101(6):1359-1363.
- DeTora LM, Toroser D, Sykes A, Vanderlinden C, Plunkett FJ, Lane T, Hanekamp E, Dormer L, DiBiasi F, Bridges D, Baltzer L, Citrome L. [Good publication practice \(GPP\) guidelines for company-sponsored biomedical research: 2022 update \[published online ahead of print August 30, 2022\]](#). *Ann Intern Med*. 2022. doi: 10.7326/M22-1460.
- Garza C, Stover PJ, Ohlhorst SD, et al. [Best practices in nutrition science to earn and keep the public's trust](#). *Am J Clin Nutr*. 2019;109(1):225-243.
- Larrick BM, Dwyer JT, Erdman JW, D'Aloisio RF, Jones W. [An updated framework for industry funding of food and nutrition research: Managing financial conflicts and scientific integrity](#). *J Nutr*. 2022;152(8):1812-1818.
- Reporting guidelines for main study types. EQUATOR Network website. <https://www.equator-network.org/>. Accessed January 14, 2022.
- Rowe S, Alexander N, Clydesdale F, et al. [Funding food science and nutrition research: financial conflicts and scientific integrity](#). *Nutr Rev*. 2009;67(5):264-272.
- Rowe S, Alexander N, Kretser A, et al. [Principles for building public-private partnerships to benefit food safety, nutrition, and health research](#). *Nutr Rev*. 2013;71(10):682-691.

**Last Updated:** December 2, 2024