

**GUIDELINES FOR A LETTER OF INTENT
TO THE NESTLE FOUNDATION**



NESTLE FOUNDATION
For the Study of Problems of Nutrition in the World

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The Foundation is a proactive and responsive grantmaker, this is The Foundation will not support any unsolicited grant application. Before submitting a complete grant application a brief **letter of intent** should be sent to the director or the Foundation.

1. The Nestle Foundation funds research in human nutrition with high public health (nutrition) relevance in low- and lower middle-income countries (according to the World Bank classification, see www.worldbank.org).

The Foundation does not normally fund:

- (1) experiments *in vitro* and on animals
- (2) research on food policy, food production and food technology
- (3) exclusive nutrition surveys
- (4) research in higher income countries

2. Decisions on funding are based on
 - a) the scientific quality
 - b) the public health (nutrition) importance of the project
 - c) the sustainability of the project (short and long term)
 - d) the capacity building component of the project (short and long term)

Among the Foundation's main aims are the transfer of scientific and technological knowledge to poor countries as well as personnel and institutional development in these countries. Accordingly the largest fraction of the grant should be used in the corresponding lower income country (ideally > 75% of the requested grant).

3. Collaborative research projects involving also scientists from wealthier countries are only considered if they are carried out in a lower income country, if scientists from that country play an important role in *all phases* of the project from its conception to the publication of results, and if more than 75% of the project costs are spent in the lower income country.
4. As a matter of our policy we do not lend or give money to private individuals or support and contribute to operating funds. The Nestlé Foundation has a long-standing and firm policy of paying documented direct cost of the projects it supports, but it does not fund unspecified indirect/overhead costs. In developing countries, costs that can be specified and itemized (like some secretarial support, communications, use of computer facilities, etc) may be included in the budget.
5. It is important that the letter of intent is conform to the following guidelines and that the prepared downloadable form is used. The length of the letter of intent is limited to a **maximum of two pages**. The cover page includes: Information of the applicant, title of the project, a summary of the proposed study including

short background, important issues regarding methodologies and an estimate of the required funds. On the second page important information regarding the capacity building component of the project as well as the sustainability of the project at the public health (nutrition) level should be summarized. This section is as important as the methodology section.

The main aim of the Nestlé Foundation is to support research in human nutrition with public health relevance, high capacity building and sustainability components in low- and lower middle-income countries according to the World Bank classification. Describe how your project fits with this aims of the Foundation. Why should we support your project in view of the capacity and sustainability aspects in the short and long term (i.e. immediately upon completion of the study, after 3 years and after 5 years)?

Please do not use standard explanations but state precisely why your project is exceptional regarding public health relevance and capacity building as well as sustainability issues and why we should invite you to submit an official grant application!

Letters of intent can be submitted at any time of the year by e-mail to the Foundation (nf@nestlefoundation.org).

LETTER OF INTENT TO THE NESTLE FOUNDATION

Name(s) of person(s) responsible for letter of intent	
Academic degree and position	
Institution	
Exact Address	
Phone (including country code)	
FAX (including country code)	
e-mail	
Submission date of the letter of intent	

Project title (maximum 100 characters)			
Project summary (maximum 300 words resp. bottom of this page)			
Proposed start date	(DD/MM/YYYY)	Duration in months	
Total grant requested (in the preferred currency <u>and</u> \$ US)			

Capacity building aspects of the study

Public Health (Nutrition) Sustainability aspects of the study