PET TRUST RESEARCH

Information for Applicants

**Pet Trust Mandate:** *OVC Pet Trust helps explore vital companion animal health issues, develop new diagnostic and treatment techniques and examine the human-animal bond.*

The Pet Trust supports research that advances the health and quality of life of companion animals (excluding equine). The process for the grant competition is described below.

Please note that, in addition to scientific merit, all proposals will be evaluated against the following criteria:

1. **Relevance to Pet Trust**
   - Important common or emerging health issues and diseases most often resulting in morbidity or mortality
   - Development or improvement of treatment regimens or diagnostic modalities
   - Prevention of important diseases or suffering including behavioural problems affecting the human animal bond
   - Practice management issues particularly related to communication that results in improving companion animal health and enhancing the human-animal bond

2. **Relative Importance to Companion Animals**
   - Studies that have potentially profound scientific impact or applicable animal health benefit in relation to the financial investment
   - Studies that are relevant to all companion animals including dogs, cats as well as small domesticated mammals (i.e. “pocket pets”), reptiles, amphibians, avian and fish. Large companion animals i.e. horses, donkeys, mules and llamas etc. are excluded.

Updated: 2017-03-09
3. Ethical Use of Animals

- Study does not cause disease, injury, pain or distress (except short-term minor pain that can be controlled by analgesia or anesthesia).

- Study is not terminal and does not include euthanasia of the animal.

- The use of research animals is justified and statistical evidence indicates that the number of research and/or client-owned animals is appropriate and minimally adequate to achieve proposed results (i.e. power analysis was conducted to calculate sample size in consultation with a statistician).

- The use of client-owned animals is justified and informed consent is to be sought.

- Investigators and staff are qualified to conduct procedures on living animals.

- Animal use is humane and consistent with Animal Care Committee guidelines.

Additional Information:

- Collaborative research projects involving clinicians and basic researchers are strongly encouraged.

- Translational research projects that target practical applications of the knowledge will receive high priority.

- Evidence of consistent research productivity from previous Pet Trust grants (e.g., research articles that are either published or in press) is a key factor in Pet Trust grant approval. The completed forms should be submitted electronically to the following e-mail address ptcomp@uoguelph.ca. The following should included in the submission:
Full - proposal applications

The pre-proposal stage of the competition has been eliminated but, at the time of full proposal evaluation, all projects will continue to be evaluated for a) relevance to Pet Trust, b) relative importance to companion animals, and c) ethical use of animals.

Proposals should follow the following format and font size should be no less than 12 pt and margins no less than 2.5 cm. **Omission of any section and/or failure to adhere to these requirements will result in rejection of the proposal.**

1. Lay summary – 3,000 characters including spaces
   - Written in lay language that can be readily understood and appropriate for general public publications. It should be sufficiently clear to ensure that objectives, scientific approach, expected outcomes and novelty can be appreciated by the reader. Bear in mind that Pet Trust places particular emphasis on investigation of common health problems, the training of specialists, and the development of new diagnostic, therapeutic and surgical treatments.

2. Background and rationale
   - Why is this an important project
   - What is the magnitude of the problem
   - If available, preliminary data is strongly encouraged.

3. Hypothesis

4. Objective(s)
   - Research plan
   - Materials and methods
   - Statistical analysis
   - Sample size calculation/justification
   - Expected results
• Difficulties anticipated
  
• Impact

5. Timeline and milestones

6. Animal use
  • If the project involves the use of purpose bred research animals please include a letter of support from the supplier specifying whether the animals will be leased or purchased. A quote from the provider, for the lease or purchase of animals is also required and should be included with the submission.
  • If purpose bred research animals are to be purchased please include a plan of how these animals will re-homed upon completion of the project, bearing in mind that there may be housing costs incurred between the time the study is completed and the animals are re-homed.

7. Budget and budget justification
  • Include sufficient detail/justification for each budget item so that requested funds may be properly assessed. N.B. If hospital resources are to be used in the study (e.g., diagnostic tests, technical support, surgical supplies, etc.) details of expenses must be included in the budget and a MOU signed by the Associate Dean. Administration must be included with the full proposal.
  • A budget justification must be provided.
  • Publication costs should **not** be included. Upon presentation of invoice for publication to the Associate Dean Research and Innovation (or designate) up to $2,000 of publication costs will be reimbursed.
  • Technician costs must not exceed 15% of the entire budget and a detailed outline of the work to be done by the technician must be included.
    i. Support staff that is in excess of 15% may be considered if justified (e.g., special skill set that it is not appropriate for a graduate student to obtain such as transcriptionist, skilled support staff is required to meet animal care guidelines.
    ii. Funding for a technician to be the sole person performing the research will not be considered at a rate of more than 15% of the total budget.
  • Travel costs for meeting attendance will not be funded.
  • Travel costs for field research will be funded if clearly justified.
  • Student stipends will not be funded.
  • For clinical research, routine standard of care tests/treatment will not be funded.
• Large equipment purchases will not be funded. Please submit requests for equipment through the equipment competition.
• Equipment requests of less than $5,000 will be considered with appropriate justification
  i. In general computer costs are not included unless there are unique specifications for the particular project.
• Equipment user fees will be funded. Please provide a justification for the user fee.
• Sample collection and examination fees for research conducted in external facilities are eligible. Fees should not exceed those outlined in the OVMA fee guideline.
• Honorariums, incentives, vouchers are not eligible expenses.
• For projects in which there are sequential, dependent phases provide a budget for each phase. Funding may be granted for the entire project but be allocated in phases pending satisfactory completion of the milestones. This will be assessed through standardized progress reports by the original project reviewers, Associate Dean Research and Innovation and the committee Chair.
• Resubmissions for additional funds to cover unexpected costs in a project will be evaluated by the committee for merit.
• The availability of matching funds or partial support from other sources will be viewed favourably.

8. References (unlimited)

9. Response to reviewers (resubmission)

The page limits for each section are listed below:

Section 2, 3, 4, 5: 5 pages maximum
Section 6: 1 page maximum
Section 7: 3 pages maximum
Section 8: unlimited
Section 9: 2 pages maximum
Additional required documentation:

1. eCV updates (denoting productivity from past projects)
2. Project/Equipment Description Template
3. OR5
4. OVC HSC cost estimate (if applicable)

Pet Trust funding is critical for the continued success of our companion animal research program, and for project support for many small animal DVSc candidates, and other graduate students. Continued promotion and ongoing knowledge translation and transfer of research results to practitioners is essential if the Pet Trust Research Program is to remain successful.

Upon award of funds the successful applicants agree to:

- The Terms & Conditions of the award (posted on main webpage of competition).
- Acknowledge the support of the Pet Trust on all oral or poster presentations, abstracts, and publications.
- Assist in Pet Trust Promotion Activities:

**Requesting funds for publication**

When the receipt for publication costs is received please submit it to the Associate Dean Research & Innovation for reimbursement of up to $2,000. Please note that no funds will be reimbursed if a publication is submitted to a predatory journal.