



Sir James Dunn Animal Welfare Grant Program 2024 GUIDELINES

****New this Year****

Investigators **must** submit a Notice of Intent (NOI) before applying for a SJDAWC grant using the form available on our website (<https://awc.upei.ca/grant-competition/>). Applications submitted without a NOI will not be considered and will need to be resubmitted the following year.

Notice of Intent Deadline (all project types): September 14, 2023, 3:00 p.m.

Application Deadline (all project types): October 19, 2023, 3:00 p.m.

Applicants must use forms available on our website (<https://awc.upei.ca/grant-competition/>).

Notice of Intent (NOI) and full applications can be sent to Sherri Pineau, Sir James Dunn Animal Welfare Centre Administrative Assistant at animalwelfare@upei.ca.

Please submit one electronic copy of the NOI:

- 1) One copy in the Word application form.

Please submit two electronic copies of the full application:

- 1) One copy in the Word application form;
- 2) One copy with signatures (electronic signatures or printed, scanned, and emailed).

You will receive a confirmation email within two business days after submitting the NOI and application. If you do not receive a confirmation email, please follow up by email.

I. FUNDING OPPORTUNITY DESCRIPTION

Through the generosity of the Christofor Foundation, the Sir James Dunn Animal Welfare Centre (SJDAWC) provides funding to support animal welfare research, service, and integrated projects. Animal welfare has scientific and ethical dimensions. For this program, a range of methods can be used but projects must be directed towards improving the quality of life experienced by animals as reflected in their mental state.

II. ELIGIBILITY INFORMATION

1. Project applications **must** clearly demonstrate their relevance to animal welfare.
2. The Principal Investigator (PI) must be a full or part-time UPEI employee with their primary academic appointment within AVC. The PI must be a faculty member, research scientist, or research associate.
3. Projects must be conducted in accordance with the guidelines of the Canadian Council on Animal Care (Categories A to D), or ethical guidelines of the Tri-Council Policy Statement "Ethical Conduct for Research Involving Humans", where applicable.

III. PROJECT TYPES

1. Research Projects

Research projects can include animal welfare outcomes related to both the natural and social sciences. Investigators are strongly encouraged to include graduate students in their projects. Projects must include clear outcomes related to animal welfare.

- a. Budgets must not exceed **\$100,000 total** for projects of up to 3 years (non-renewable)
- b. Examples of potential research projects include, but are not limited to:
 - Novel methods for assessing or relieving pain and distress in animals
 - Using behavioural, physiological and/or psychological studies to improve animal experiences, housing, and management
 - Development of innovative alternatives to replace, reduce or refine the use of animals in research or teaching
 - Social science research used to improve animal welfare by increasing understanding of stakeholder perspectives
 - Epidemiological studies used to identify risk factors for animal welfare outcomes
 - Studies to increase the understanding of the implications of disease on mental experiences in animals

2. Service Projects

Service projects are those that provide service to the community to help resolve an animal welfare-related problem. Service projects must include community engagement and should be designed to produce outcomes (e.g., publications, or other forms of dissemination) that can provide lasting benefits for animal welfare. These projects do not normally include graduate student stipends; however, investigators are strongly encouraged to include veterinary student training in their projects.

- a. Budgets must not exceed **\$25,000 total** for projects of up to 1 year (renewable)
- b. Service projects may include, but are not limited to:
 - Activities that directly relieve pain, suffering and/or distress in vulnerable populations of animals
 - Engagement with community partners to create innovative learning experiences for students focused on animal welfare

3. Integrated Projects

Integrated projects include a combination of outcomes from research and service projects. These projects are designed to use resources available within service projects to generate research opportunities and outcomes. These projects will be multi-disciplinary in nature and will require teams with diverse expertise. The research component will be assessed using the same criteria as that used for research projects.

- a. Budgets must not exceed **\$100,000 total** for projects of up to 3 years (renewable)
- b. Integrated projects may include, but are not limited to:
 - Activities that directly relieve pain, suffering and/or distress in vulnerable populations of animals and measure relevant animal welfare outcomes from those activities
 - Engagement with community partners to create innovative learning experiences for students and measure student learning outcomes from those experiences that have the potential to provide lasting benefits for animal welfare

IV. APPLICATION INFORMATION

1. Notice of Intent

Investigators must submit a Notice of Intent (NOI) before applying for a SJDAWC grant using the form available on our website (<https://awc.upei.ca/grant-competition>). The NOI must include the project type (research, service, or integrated) and a summary of the proposed project. NOIs should be no more than 250 words and use language suitable for academics from a range of disciplines. The NOI should briefly summarize: 1) the overall project goal(s) and supporting objectives, and 2) the general approach/methodology that would be used to accomplish the project goal(s), and 3) the relevance of the project to animal welfare. NOIs will be used to identify the expertise required to evaluate the applications. Potential applicants are strongly encouraged to obtain assistance/advice from colleagues with experience in (a) writing grant applications and in conducting research and (b) animal welfare related research.

2. Application Information

a. Applicants must use the SJDAWC grant application form available on our website (<https://awc.upei.ca/grant-competition>).

b. **Format:** Applications should be in 11-point Arial font, single-spaced and no more than 6 lines per inch. Applications lacking any of the required information or that fail to meet the stated page limits, line spacing, or font size may not be eligible for funding.

c. **Project Summary:** Project Summaries should be no more than 250 words and use language suitable for a layperson. The summary should include the overall project goal(s) and supporting objectives, the general approach to accomplish the project goal(s), and the relevance of the project to animal welfare.

d. Signatures:

- **Department Chair:** All applicants must get approval from their Department Chair before submitting the application. Applicants are strongly encouraged to schedule a meeting with their Chair to review the application before submission.
- **Veterinary Teaching Hospital (VTH) Director:** Applicants planning to use any hospital resource for their project must get approval from the VTH Director or designate. Applicants using hospital resources must meet and discuss their applications with the VTH Director well in advance of the grant deadline.

e. **Proposal:** Proposals should be no more than 5 pages and succinctly describe your proposed project, including the following elements:

- **Present state of knowledge:** Include a brief background about your topic, including the relevance to animal welfare and the specific gaps that your project would fill.
- **Project goal(s) and supporting objectives:** Include a detailed description of your project objectives, including hypotheses where relevant. A goal is the outcome you intend to achieve. Objectives are the implementation steps to achieve the goal(s) and should be specific, measurable, and have a defined completion date. Integrated grants must have clear objectives for both the research and service portions of the project.
- **Significance to animal welfare:** The impact of the project on animal welfare must be made clear in the proposal.
- **Project design and methodology used to assess animal welfare:** Include a description of the project's activities, outcomes, and specific methodology to assess animal welfare.

For example, the methodology may include assessments of animal-based outcomes, identification of risk factors for animal welfare issues, direct intervention with a vulnerable population of animals, assessments of stakeholder perspectives of welfare, models to replace animals, or other approaches relevant to animal welfare. For statistics help, please contact Dr. Henrik Stryhn (hstryhn@upei.ca). Integrated grants must include methods for both the research and service portions of the project.

- **Project timeline:** Include a timeline with annual milestones.
 - **Mitigating animal suffering or harm:** Where applicable, include any measures taken to reduce any potential animal suffering or harm caused by the study methodology.
 - **Plans for training and information dissemination:** Include one or more of the following: 1) publication of increased knowledge or understanding of animal welfare in a refereed scientific journal (at least one peer-reviewed publication is required for all Research and Integrated projects), 2) publication or other material used for training or education, including veterinary or graduate students, CE for veterinarians, animal owners, producers, or the public.
 - **Expertise and roles of project team:** Explain how each person on the team will contribute to the project. **Service projects:** Provide a summary of expertise for each investigator, including relevant peer-reviewed publications (if applicable), clinical experience, or other expertise relevant to the proposed project. **Research and Integrated projects:** Provide a summary of expertise for each investigator, including up to 2-3 peer-reviewed publications that provide evidence that they have the relevant expertise to utilize the methodology proposed in the project.
 - **Plans for community engagement (Service and Integrated grants only):** Include plans for community engagement related to your project. Community engagement describes the collaboration between AVC and the larger community (local, regional, national, or global) for the mutually beneficial exchange of knowledge and resources. This exchange should be two-way; what is the community gaining and what are the students and/or investigators gaining with this project?
 - **Outcomes from previous SJDAWC-funded projects (1 extra page for a total of 6 pages):** **Service or Integrated projects:** Investigators applying for renewed funding must state how the previous project met its objectives, including the number of animals affected. Investigators must also include evidence of education and information dissemination that were generated by the previous funding. **Research projects:** For proposals where the Principal Investigator has completed a previous SJDAWC grant, please provide a list of peer-reviewed publications that were outcomes of these projects. Also include a summary of students or other highly qualified personnel (HQP) trained as part of these projects, and a description of how the proposed project fits with the larger goal of this previous work (if applicable). One additional page can be used for this section if needed, for a total of 6 pages. **Note:** Investigators without previous SJDAWC funding will not be penalized for leaving this section blank.
- f. **Budget:** Projects can include funding for all necessary costs, including student funding. Please consider the following when creating your budget:
- **Graduate student funding:** Funding to support graduate student stipends and tuition can be included in proposals. Investigators are encouraged to use stipends amounts recommended by AVC's Graduate Studies and Research.
 - **Equipment:** Equipment purchases will be considered if use of the equipment is an integral part of the project, and the equipment is not presently available.
 - **Personnel:** Funding for personnel (other than graduate students) will be considered if it

is central to the project, including technical support. Under normal circumstances, faculty investigators will not be compensated.

- Administrative costs: Funding will not be provided for administrative costs.
- Indirect costs: Funding will not be provided for indirect costs.

V. APPLICATION REVIEW CRITERIA

1. Review process

- a. All proposals will be reviewed and ranked by committees formed at the request of the SJDAWC Management Board (MB). These committees will include members with relevant expertise and would normally comprise of one or more members from each of the 4 departments at AVC, one or more members from the SJDAWC MB, at least one member external to AVC, and a committee Chair.
- b. Project proposals may be reviewed externally by a researcher(s) with relevant expertise.
- c. Research and Integrated projects will be reviewed for study design and statistical methodology.

2. Evaluation criteria

Applications will be evaluated in three core areas: 1) relevance to animal welfare, 2) the merit of the proposal, and 3) the expertise of the team. Investigators are strongly encouraged to review the Evaluation Rubric provided on our website (<https://awc.upei.ca/grant-competition>). Please note that consideration will be given to exploratory projects that are highly innovative and have large potential impact to animal welfare, despite having an uncertain likelihood of success (e.g., “high risk/high reward”).

VI. AWARD INFORMATION

1. Release of funding

- a. Successful applicants may apply for the release of funding starting March 1st of the given year of the award or anytime later in the year provided all the appropriate certifications (ACC, Biosafety, Human Ethics) have been approved.

2. Reporting

- a. Successful applicants are expected to provide concise annual progress reports towards achieving their proposed objectives and outcomes, a list of publications arising from the funding and a final report at the end of the project. Failure to submit a report may result in the Principal Investigator being declared ineligible for subsequent internal competitions and not receiving subsequent installments.

3. Unexpended funds

- a. At the conclusion of any project, including research, integrated and service, unexpended funds must be returned to the SJDAWC. This includes integrated and service projects that are renewed, unexpended funds from the previous grant must be returned to the SJDAWC before new funds are released.

4. Extensions

- a. It is possible to extend the project up to one year after the end date of the grant and to extend funds for publication costs up to two years after the end date of the grant. Requests for extensions must be submitted with explanation by email to the SJDAWC Director by March 15th of the given year the grant expires. Extension requests will be subject to SJDAWC approval.

VII. CHECKLIST FOR SJDAWC GRANT FULL APPLICATION SUBMISSION

Completed
(✓)

<input type="checkbox"/>	NOI submitted by deadline
<input type="checkbox"/>	Eligibility criteria are met (section II)
<input type="checkbox"/>	Formatting requirements for Application Form are met (section IV.2.b)
<input type="checkbox"/>	The project summary is succinct and includes clear relevance to animal welfare
<input type="checkbox"/>	Project goal(s) and objective(s) are clearly stated, including hypotheses where relevant
<input type="checkbox"/>	Statistical methods are described (Research and Integrated project types)
<input type="checkbox"/>	Methodology is relevant to animal welfare
<input type="checkbox"/>	A timeline is included with annual milestones
<input type="checkbox"/>	Plans for dissemination are stated, including at least one peer-reviewed manuscript for Research and Integrated projects, and one publication (or other) for Service projects
<input type="checkbox"/>	A description of the research team is provided, including examples for each investigator of related published work
<input type="checkbox"/>	For renewed Service projects, a description of the previous project's objectives and animal numbers is included (Service and Integrated projects)
<input type="checkbox"/>	For Research projects where the PI has had previous SJDAWC funding, a summary of outcomes from these projects are included
<input type="checkbox"/>	References are cited in the text as well as in the reference list
<input type="checkbox"/>	All budget calculations are correct, and justification is provided for each item
<input type="checkbox"/>	Signatures from the PI and Chair of the PI's department are included
<input type="checkbox"/>	Signature from the VTH Director or designate is included if using any hospital resources
<input type="checkbox"/>	Sent two electronic copies of the application to animalwelfare@upei.ca . You will receive a confirmation email within two business days after submitting the application. If you do not receive an email confirmation, please follow up by email.