

RESEARCH GRANT

Purpose: The purpose of this grant is to financially support a project of scientific merit that is applicable to veterinary dermatology. This Grant is open to any CAVD member in good standing conducting research at a Canadian institution, including veterinary students and members of the CAVD Executive Committee.

The amount offered is up to \$6,000. All amounts are in Canadian dollars. One Grant will be approved per year. However, if the proposal chosen by the CAVD Executive Committee does not reach \$6,000, other proposals might be considered. Note that a progress report must be supplied by the recipient every twelve months. Grants will be awarded on a competitive basis (the scientific merit, feasibility, and relevance will be evaluated).

The proposal should describe the feasibility of completing the project within a reasonable period after receiving the award (ideally, within 2 years) and within the proposed budget. The recipients have to present the study results at a national/ international meeting or to publish the results of the research in a peer-reviewed scientific journal.

A summary of the findings (1000-1500 words) should also be provided for publication in the Bulletin. This summary must be sufficiently unique so as not to infringe on the copyright of the scientific journal. The summary should be submitted to the Bulletin within six months of final acceptance from the journal, or presentation of study results at a meeting, whichever comes first.

The deadline to submit the proposal is February 1 of each year. November 1 is the alternate deadline to submit the proposal, if no Grant had been awarded from proposals submitted until the February 1 deadline of that year. Applicants will be notified of the success of their proposals within two months of submission.

The CAVD member who would like to apply for this Grant has to submit a proposal (see Appendix 1 for guidelines) to the CAVD Administrator.

The CAVD Research Grant is taxable and a T4A slip will be issued to the recipient. A Social Insurance Number is required to disburse the Grant.

Appendix 1

CAVD RESEARCH GRANT: Guidelines for Proposal

1. Proposals should be limited to five typed pages. This does not include the title page, the budget page, or the curriculum vitae. The font should be Arial, 11-point for the text and 12-point for the title. Spacing between lines should be at least single space or 1.0.
2. Title page should include the project title, the names and title of the investigators, the institution at which the research will be performed, and the dates of the proposed project period.
3. The hypothesis or objective(s) should be clearly stated.
4. A justification for the project is required, including a brief pertinent literature review.
5. An experimental design/materials and methods section should be sufficiently detailed (including timing to completion of the project) in order to be fairly judged. It is important that data collection be discussed here, including how the data will be analyzed, interpreted, and to outline how the experiment is to be controlled. A brief description of the anticipated statistical analysis should be included.
6. Any project proposal involving animals must be evaluated and approved by the applicant's Institution Animal Care and Use Committee (or equivalent), and a statement to that effect should be included in the proposal. If client-owned animals are to be used in the project, a client permission form outlined for the project should be appended to the proposal. Unless animal care and use has been addressed, a proposal cannot be considered for funding.
7. A one-page detailed budget should be included. The budget must include all key expenses, including direct and indirect costs, and any salary and equipment.
8. References supporting the proposal should be provided.
9. Curriculum vitae or shortened versions of each principal investigator should be appended to the proposal.

****Applications not adhering to these guidelines may be excluded from consideration.*

Addendum I: Conflict of Interest for Grant Chair

If Grant Chair is involved in a grant proposal, either as primary applicant or as part of the research for which proposal is submitted, the CAVD Administrator will by default forward the application to CAVD President, or to another CAVD board director designated by the CAVD President. CAVD President and/or the designated director will then communicate with the applicant until a final decision on Grant approval is made. For such an approved project, the Grant Chair will have the responsibility to communicate progress reports to the CAVD President and to include these updates in the Grant Chair report done in the CAVD Executive meetings.

Addendum II: Proposal evaluation and selection process

Grant application is received by Grant Chair (or the designated director), and three reviewers are invited at the discretion of the Grant Chair. Reviewers may include Grant Chair, CAVD member(s) including CAVD Executive Committee member(s), as well as non- member(s) possessing an expertise related to the research proposal. Individual reviewers may indicate approval without review, may reconsider the proposal with clarification/change, or may disapprove the proposal. If clarification / change is suggested by more than one reviewer, the applicant will have the option to update the proposal and resubmit with additional supporting information. Only one resubmission is allowed. Upon receipt of final recommendations by reviewers, Grant Chair will make the final decision and communicate with the applicant.