

# Canine Research Foundation 2024 Guidelines



## 1. The Canine Research Foundation

The Canine Research Foundation (CRF) is an independent public trust for the purposes of funding research directed at improving canine health, which it does through a program of annual research grants.

The CRF is a Public Charitable Trust to support research conducted at Australian universities from funds generated via the levy on puppy registrations from Dogs Victoria, fund raising functions, tax-deductible donations and bequests from the public. The purpose of the Foundation is provide funding for research directed at improving canine health.

**Canine health** refers to research into disease and disease related processes, and/or the prevention of injury and/or disease.

The disease / disease related processes should be a:

- common problem observed in veterinary practice and / or
- serious problem in a particular breed
- Applicable to other breeds where appropriate

The research project should be specific to a canine health issue and demonstrate the potential impact of the health of dogs. The CRF does not support research using dogs as model animals for medical research projects.

The CRF was founded by the VCA in 1992 and >100 research grants have been awarded for projects through to those commencing in 2022.

**As of 2019 only Dogs Victoria is contributing to the CRF fund. As such all activities are now handled by the CRF Trustees.**

## 2. Guidelines for Funding:

1. Research projects must be conducted at an Australian University
2. The University to which all funds are granted must make all reasonable endeavours to finish the project by the end date as stated in the application form. Grants per project will normally be in the order of \$5,000-15,000 in any one year.
3. The funding will only be used for the successful project as outlined in the application.
4. Funds will be available as arranged through the university and paid in two instalments February and July of each year. The second instalment payment pending the receipt of a progress report.
5. Funding is not usually provided for salaries, stipends or significant capital equipment.
6. Any assets purchased with the funds will be owned by the relevant University.

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7. Any Funds that are unspent or uncommitted at the end of the Project (or earlier termination of this agreement) must be returned to the Grantor (Canine Research Foundation).
8. Projects may extend beyond one year but funding each year will be dependent upon satisfactory progress as given in the required interim reports.
9. The Canine Research Foundation will be free to use and distribute these reports unless advised that the reports contain confidential information in which case the report will be kept confidential until it becomes part of the public domain. Chief Investigators should always provide a report that is suitable for general distribution.
10. In the event that the grant does not commence and is withdrawn the funding already received is to be returned in full to the Canine Research Foundation.
11. The University will appoint the investigator(s) to work on the project as outlined in the successful application. The University may appoint additional staff or students to the project at its discretion. If any of the Investigators becomes unavailable then the University will, within 30 days, either appoint a replacement person with sufficient skill and experience, allocate tasks to any remaining Investigators or return the funds to the Canine Research Foundation if the project cannot proceed.
12. The University will own all intellectual property created as part of the project. This includes copyright, rights in respect of inventions (including patent rights), plant breeder's rights and rights in respect of confidential information (including trade secrets and know how).
13. The University will give appropriate credit to the Grantor (Canine Research Foundation) in any publicity or academic publication concerning the Project. A copy of any published material to be sent to Assoc Prof Jan West ([CanineResearchFoundation@gmail.com](mailto:CanineResearchFoundation@gmail.com)) which may be used on the CRF webpage. <http://oz.dogs.net.au/crf/> or for any other publicity purposes.
14. The agreement between the Grantor (Canine Research Foundation) and the Investigators can be varied by the document provided by the Canine Research Foundation and signed by both parties

### **3. Project Leader responsibilities.**

It is the responsibility of the project leader to ensure:

- All details on this application form are true and complete.
- The research will be conducted at an Australian University.



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- the project aims to improve canine health.
- Approval for this grant application from my Head of School has been obtained
- Agreement from all participants listed on the project has been obtained prior to submission of the application

If successful,

- All funds for this project will only be spent for the purpose for which they were provided.
- The project will not proceed until appropriate ethical clearance (where necessary) has been obtained.
- Interim reports will be completed and submitted in a timely fashion
- The Canine Research Foundation will be notified of any publications arising from the funding support.

### 4. Key Dates and timeline

Call for Applications – **April 2023**

Applications due: **June 30, 2023 at 8.00pm**

**ALL APPLICATIONS MUST BE SUBMITTED TO:**

**CanineResearchFoundation@gmail.com**

**PLEASE NOTE: the first electronic submission will be considered as the final version of your application; subsequent submissions will normally not be accepted**

**Please submit as word or pdf documents. Scanned documents are difficult to read and will not be accepted.**

**Review first round:** Grants will not be sent for review if:

- The research is not conducted by an Australian University
- The application has not been signed by the Head of School □
- The project does not address an issue of canine health.

**Review second round:** The review panel consists of:

- Veterinary surgeons
- Academic staff at Universities with expertise in the field of the project
- Relevant researchers at other Australian research institutes

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- Panel Members of the Canine Research Foundation

Applications will be reviewed by at least 2 reviewers.

Reviewer reports will be returned and collated by the Canine Research Foundation.

Summary of research reports are sent to Dogs Victoria and the projects will be ranked.

Reports then forwarded to CRF for Annual General Meeting – Final Decision on Grants.

Letters sent to all applicants on the outcome of the grant proposals – feedback is provided on request at the discretion of the reviewers.

## **5. Funding**

### **5.1 Period of Funding**

Grants are offered for one year only from 1 January to 31 December of the relevant funding year.

### **5.2 Level of Funding**

Applications are normally in the range of \$5,000 – \$15,000 however the CRF may fund applications outside this range on a case by case basis.

### **5.3 Types of Research Supported**

Funds allocated by the Canine Research Foundation may be used to support the following project costs:

#### **5.3.1 Research Assistance**

- Research assistance is only funded where a strong case is made that the work cannot be done by the Chief Investigators without assistance as they are fully occupied with other aspects of the project.
- Honours candidates can be included so long as they are formally appointed in this capacity as part of their program of study.
- Higher degree by research candidates can provide assistance to the program so long as they are formally appointed in this capacity as part of their program of study.

#### **5.3.2 Teaching Relief**

The CRF funding does not support teaching relief for investigators to enable them to work on the project.

#### **5.3.3 Equipment**

Applicants may seek funding for items of equipment under this scheme. Individual items costing \$1000 or more should be requested in this section. The foundation does not support requests for capital equipment.



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### **5.3.4 Maintenance**

Minor costs, special materials required for the project, and items of equipment costing less than \$1000 should be requested under Maintenance.

### **5.3.5 Travel**

- I. Travel must be essential to the research and must be very carefully justified. Actual costs must be given rather than per diem rates
- ii. Requests for Travel assistance alone will not be granted                      iii
- Requests for Travel assistance to attend a conference will not be granted.

## **5.4 Restrictions on Budget Items**

**5.4.1** The CRF does not fund basic items that should be readily available in the University such as desktop or laptop computers, unless a need for dedicated use in the project is clearly demonstrated

**5.4.2** Funds cannot be requested to support salaries for investigators or scholarships to support Honours or Higher Degree Students.

**5.4.3** Funding cannot be used to pay for research support, travel, equipment or maintenance of equipment.