



GUIDELINES FOR SUBMITTING GRANT APPLICATIONS 2017

About

The Puppy Up Foundation (herein referred to as 'The Foundation') was established to fund comparative and translational cancer studies that can potentially benefit both pets and people as well as invest in national education and awareness initiatives about the epidemic of cancer in companion animals.

Criteria

Successful proposals satisfy the following criteria:

1. Comparative and/or Translatable. The disease process being studied must be a cancer that frequently affects humans and a companion animal species, and the proposal should explain how the results of the study could have an impact on human and animal oncology.
2. Multi-institutional. Collaboration between institutions is highly encouraged, though not required, and can be achieved by sample collection or patient enrollment from more than one institution.
3. Veterinary oncologist. Collaboration with a board certified veterinary oncologist or involvement of a veterinary research institution (e.g. a veterinary school) is highly encouraged.
4. Grant awards are typically between the \$25,000 to \$50,000 although the Foundation will consider proposals up to a maximum of \$100,000 over two years.
5. The Foundation does not fund studies involving laboratory animals.
6. The primary grant recipient institution must be within the United States although foreign collaboration may be allowed. Contact the Executive Director for further clarification.

The Application Format

The grant proposal submitted in either print or pdf document should be formatted for standard 8.5 x 11-inch paper with 0.75 inch margins, single spaced, and with numbered pages. Font selection should be between 11-12 point with your choice of either Arial, Calibri, or Times New Roman font.



- I. Title Page (Page 1)
 - A. Title of Project
 - B. Investigators
 - 1. Principal Investigators (Name, Institution, Contact information)
 - 2. Associate Investigators (Name, Institution)
 - 3. Institutional Representative - contact information for payee in the event of funding. (Name, Contact Information)
 - C. Project Duration
 - D. Amount Requested:
 - 1. Direct
 - 2. Indirect - The Foundation funds a maximum 8% indirect costs

- II. General Information about Proposed Research
 - A. Specific aims describing hypothesis, objectives and rationale (1-page limit)
 - B. Scientific Abstract (1/2 page)
 - C. Lay person Abstract (1/2 page)

- III. Body of Grant – maximum 4 pages
 - A. Introduction/Literature Review
 - B. Preliminary Data
 - C. Study Design
 - 1. Patient population, benchmarks/anticipated timeline of research; justification of patient population size/ability to accrue cases
 - 2. Anticipated pitfalls and solution
 - D. Relevance / impact on comparative oncology
 - E. Timeline- A detailed timeline for completion of the described aims should be included. Benchmark(s) to be achieved for delivery second tranche of funding (if a 2 year grant is requested) should be described.



IV. Budget (2-page limit)

A. Budget Requested - to include Direct and Indirect Costs (A chart is highly suggested for ease of evaluation). For example - categories may include but are not limited to: Personnel, supplies, clinical tests, hospital charges, drug administration, sample collection, correlative studies, etc. as applicable. Please note: The Foundation does not support salary for full time faculty (requests for PI salary support must be fully justified) nor does it provide funding for capital expenditures.

B. Budget Justification (personnel costs, overhead, salary, supplies, clinical tests, drug administration, sample collection, correlative studies, etc.) as applicable.

C. Anticipated costs for clients of participating animals (Study funded vs client funds, e.g. drug costs, adverse events, recheck fees). If there are additional sources of funds supporting this study, please detail here. Cost sharing is allowed with sponsor permission.

D. Funding Limits: These awards may provide up to a maximum \$50,000 (direct and indirect costs) per year for up to 2 years, with the second year of funding subject to proof of adequate progress (at least 1/3 of case accrual etc). This is to safeguard against the continued funding of inactive studies.

V. Other (No page limit)

A. Other support for Principal Investigator. Include all financial support (e.g., federal, nonfederal, commercial, institutional) currently available in support of the investigator's research program. Overlap, whether scientific, budgetary or commitment of an individual's effort greater than 100 percent, is not permitted.

B. Status of Institutional Biosafety approval if necessary

C. Status of IACUC approval if necessary

VI. Supporting documents

A. Letter from each collaborator (1 page per letter)

B. Letter from department head confirming appointment (1 page)

C. NIH style biosketch maximum 4 pages (Please use the most recent NIH format for biosketch)



Successful Grants

Current and previous awardees can be found on the Foundation website at the following URL: <http://www.puppyup.org/about-us/puppy-up-foundation-grants/>

The Application Process

Applications must be received by June 1st, 2017, and awards will be announced in September 2017 by the Scientific Advisory Committee Chairperson. We will consider applications submitted by DVMs, PhDs, and MDs.

Please submit applications in pdf format or mail to:

Ginger Morgan
Executive Director
The Puppy Up Foundation
1460 Madison Ave
Memphis TN 38104
Email – grants@puppyup.org

The Puppy Up Foundation Scientific Advisory Committee Members

Executive Committee

Kai-Biu Shiu BVMS, MRCVS, DACVIM (Oncology), Chairman 2015-2017
Sue Ettinger DVM DACVIM (Oncology)
Heather Wilson DVM DACVIM (Oncology), Chairperson Elect 2017-2019

Peer Reviewers

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