



North West Camelid Foundation
 21319 NE 68th Street
 Vancouver, WA 98682-9674

Raising Funds for Camelid Research Since 1987

RESEARCH PROPOSAL GUIDELINES

Eligible Investigators-- Oregon State University Carlson College of Veterinary Medicine staff member who holds a DVM, PhD or equivalent degree or be a senior veterinary student or doctoral candidate and have a qualified staff mentor. The Research Committee considers the qualifications of the Principal Investigator or mentor when reviewing proposals. Prior experience conducting research, track record for publications and the preliminary data submitted in the proposal are taken into consideration.

Animal Care and Use-- Research using live animals must be approved by the Animal Care and Use Committee and must be overseen by a veterinarian. If privately owned animals will be used in the project, a letter from the owner(s) must be submitted stating they have read the proposal, understand it and agree to allow their animals to be entered in the project.

Indirect and Administrative Costs—North West Camelid Foundation is a 501 (c) (3) non-profit organization. NWCF does not fund indirect costs or administrative overhead.

Budgetary Restrictions— NWCF funds expendable supplies, cost and care of animals, technical support and publication costs in scientific journals. NWCF does not fund equipment, renovations, computer purchases, travel to meetings, and professional or clerical salaries. NWCF will fund hourly wages for technicians and students for their work on the project. All budget items, including salary requests, must be justified in writing.

Project Funding— North West Camelid Foundation distributes one-fourth of the budget upon signing a contract with the University and upon receipt of an invoice from the University. One-half distribution is made after receipt of a progress report and an invoice is received from the University. The final one-fourth payment is paid upon receipt of a final report, a manuscript or copy of a published article in a scientific journal and receipt of an invoice. The Foundation may withhold budgeted publication costs until receipt of a final report or copy of an accepted manuscript. If an investigator is not current with progress reports, that fact may be considered in approving funding of a future proposal.

Intellectual Property--- The university owns all rights to inventions that may result from a study, whether patentable or not. NWCF has a right to request a percentage of revenue realized.

Changes in protocol or personnel--- Any significant changes in study protocol or key professional personnel must receive approval from NWCF.

Outside Review--- In certain instances NWCF will seek assistance from outside experts to review a proposal.

Other Support--- If other support for the project is obtained, NWCF must be notified.

Budget Modifications--- Funds may be expended only as set forth in the budget submitted with the proposal unless consent from NWCF is obtained. Funds may be transferred from one expense category to another without NWCF approval.

Financial Reports---NWCF is not responsible for expenditures in excess of the grant awarded or expenditures prior to the grant starting date.

Timeline Modifications---If circumstances arise such as availability of samples, sample processing and analysis delay or staff unavailability, a no cost time extension can be requested. An explanation for the extension and the extended time requested should be sent to Glen Pfefferkorn at glenmor2@gmail.com. NWCF will coordinate an agreed extension with the University grants office.

Project Reports--- Progress reports and a final report are required. All reports are privileged communications and will be held in confidence by NWCF until one year after receipt of the final report. Investigators are encouraged to publish results in a peer-reviewed journal. Any publication must acknowledge support from NWCF and other organizations, if any. Reports and prints of publications should be sent to:

Glen Pfefferkorn
500 W Camino Encanto Apt 161
Green Valley, AZ 85614
glenmor2@gmail.com

Download the Project Report Form from the NWCF website.

Cancellation or Termination of an Award--- In the event NWCF determines that funds are not being used as approved or the Care and Use Committee determines protocols have not been performed as approved, NWCF may immediately terminate further payment of unexpended funds. In the event of cancellation or termination unexpended funds must be returned to NWCF.

Unexpended Funds--- **If the project is completed and funds from the original budget approved remain, additional payments will not be made by NWCF and unexpended funds will be refunded to NWCF.**