

# Research Proposal Submission Instructions for 2011 Funding

## Research Proposal Submission Instructions for Funding

Provide the following information for each project proposal. The proposal must be typed in no less than 12 point type and double spaced with a maximum of eight pages including cover and summary page.

### Outline for Proposals

#### Cover Page

- Complete accompanying form “The Advancement of Equine Research Proposal Cover Page.” If you do not have a form, contact Marion Tittle at 816-236-2733, or by e-mail at [marion.tittle@boehringer-ingelheim.com](mailto:marion.tittle@boehringer-ingelheim.com), to obtain one.
- Use form as cover page for each proposal copy
- Include a one page Curriculum Vitae for the primary investigator and each co-investigator with the proposal and attach at the end of the proposal (not included in maximum eight pages).

#### Project Summary

- Complete accompanying form “The Advancement in Equine Research Proposal Summary” which can be obtained from Marion Tittle at 816-236-2733 or e-mail at [marion.tittle@boehringer-ingelheim.com](mailto:marion.tittle@boehringer-ingelheim.com)
- The entire form must be limited to one page.

#### Current Status of Problem

- Give a brief literature review.

#### Describe Earlier Related Research (if applicable)

- Research in this area or closely related field by principle investigator, not more than five citations.

#### Project Objectives

- List multiple objectives separately and explain clearly the research questions to be answered

#### Procedures to Achieve Objectives

- Include details of Experimental Design and Methods
- Discuss and reference all assays, procedures, and statistical tests used in the study
- Document demonstrated expertise with proposed lab procedures

#### Schedule/Timeline

- Give timelines for proposed research (maximum 12 months)

#### Value of Proposed Research

- Explain the value of the research to the equine industry (one paragraph)

### **Budget for Project**

- Overhead and indirect costs will NOT be covered by research funds, this includes all staff salaries. However, graduate student support, student hourly labor, and post-doctoral support are allowed. No equipment over \$500 is allowed. This does not include disposable equipment such as test tubes, etc.
- Costs covered by this award must be indicated in a three-column format (i.e. University, Advancement in Equine Research Award, and Total)
- List other funding requested or anticipated support for this project.

### **Letter of Recommendation**

Up to two letters of recommendation regarding the objective and importance will be accepted.

### **Submission Instructions (please follow precisely)**

- Make a copy of the cover and summary page of this booklet and attach as the first and second page of each proposal.
- Attach a one page Curriculum Vitae to the back of the proposal
- Attach any university information/signature pages behind the Curriculum Vitae
- Fax copies will NOT be accepted
- Send one original (paper clipped) and 5 stapled copies of your proposal to arrive by September 1, 2011 to the address below.

### **Submit Your Proposal to:**

**Boehringer Ingelheim Vetmedica, Inc.**

Attn: Marion Tittle

The Advancement in Equine Research

5506 Corporate Drive, Suite 1600

St. Joseph, MO 64507

Mark the envelope "The Advancement in Equine Research Award"