



## **2020 VES Grant Proposal Guidelines**

**The Veterinary Endoscopy Society (VES) was established to advance the art and science of veterinary endoscopy, encourage its members to pursue original investigations, and report results in scientific meetings and high quality veterinary journals. To that end, VES has established a goal of providing grant funding for research projects that will have a direct impact on advancing the field of veterinary endoscopy (flexible or rigid).**

**To be eligible for this award, the Principal Investigator must be an active member of the VES. Proposals will undergo a blinded review process by the VES Research Committee. Pending evaluation of submitted proposals, one award of \$10,000 USD will be awarded; however, if additional funding is available and more than one proposal is selected, two grants may be awarded.**

### **Specific Guidelines and Limitations**

- The proposed project should be directly related to veterinary endoscopy.
- 1-2 Principal Investigators (PI) can be listed per proposal and all PIs must be VES members.
- No more than one proposal may be submitted per PI.
- All projects should be submitted for publication in a peer-reviewed scientific journal.
- All projects must be presented in abstract form at a VES meeting within 3 years of funding. If abstract presentation is not completed, the PI will be ineligible for future VES funding.
- All titles will include “A Veterinary Endoscopy Society Study” when submitted for publication. When this is not possible due to journal regulations, this information should be included in the acknowledgements.
- If there are no proposals submitted that meet the requirements of the VES Research Committee, it is possible that in any given cycle, no proposals will be funded.
- Retrospective studies are not eligible for funding.
- Projects specifically aimed at testing new devices should include an explanation of company-matching funds or donation of product as appropriate.

### **Style and Format**

- Please pay attention to word and page limits.
- Use 1” page margins, 12 point Times New Roman, single-spaced.
- Proposals must be written in English.



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### Format

Each proposal must contain the following categories USING THE FORMAT BELOW:

- **Title of Research Project** (not to exceed 10 words)
- **Principal Investigator(s)**, including name and degree(s), title, department (if any), institution or practice, mailing address, phone number, and email address(es)
- **Co-Investigator(s)**, including name and degree(s), title, department (if any), and institution or practice
- **Abstract** (250 word maximum)
- **Statement of research objectives / hypothesis** (150 word maximum)
- **Background review** (1 page maximum)
- **Materials and methods with statistical analysis if appropriate** (3 page maximum)
  - Please include a sample size calculation to power the study at 80% at  $p=0.05$
- **Significance to veterinary endoscopy** (150 word maximum)
- **Potential problems and how to correct them** (150 word maximum)
  - If proposal is for a clinical trial for a spontaneously occurring disease, PI must include number of animals treated at their clinic with the condition over the past 3 years.
- **Equipment available** (ok to list, 150 word maximum)
- **Timeline** (50 word maximum)
  - Data collection **must** be completed within two (2) calendar years after transfer of funds to PI.
- **Detailed budget** (1/2 page maximum)
  - Outline costs including animals, hospitalization fees, disposable costs, equipment costs, anesthesia fees, procedure/surgical fees, matching funds, etc.
  - Costs including travel expenses, publication costs, investigator, student or technician salaries, major equipment purchases, and overhead **will not be funded**.
- A current curriculum vitae of the PI(s)

### IACUC/IRB Approval

- All prospective clinical studies funded must receive full approval by the facility's Institutional Animal Care and Use Committee (IACUC), or Institutional Review Board (IRB), or equivalent research review entity. If IACUC, IRB or equivalent approval is pending at the time of full proposal submission, proof of subsequent complete approval must be made available before funds will be released for the research project. If an IACUC or an IRB is not possible, the VES research committee can provide guidelines.

**\*\*Incomplete and non-conforming applications will be returned without evaluation**



## **2020 VES Grant Proposal Guidelines**

### **Submission**

The following documents must be submitted as Microsoft Word files (PDF files will not be accepted) as email attachments to [VESgrants@gmail.com](mailto:VESgrants@gmail.com).

1. Proposal Documents: Submit a blinded and unblinded version
2. Curriculum Vitae for the Principal Investigator/s

The files must be named with a short, content-appropriate title (i.e. not VES Grant) including the notation of blinded (all author or institution names redacted) or unblinded, as appropriate.

### **Submission Deadline**

- The proposal deadline for the 2020 competition is November 1, 2020 **11:59 Midnight EST**.
- The grant recipient will be notified by email by December 15, 2020.

### **Research Progress Report and Publication**

- The selected Principal Investigator will be required to provide a brief update to the Executive/Research Committee at the end of the first calendar year from funding (if the project is not yet fully completed). The PI is to submit a final, brief research summary suitable for publication on the VES website once the project is completed. The PI is also expected to inform the Chair of the Research Committee of any publications or manuscripts arising from the grant.