

# **Morris Animal Foundation**

## **Betty White Wildlife Rapid Response Fund**

### **Application and Proposal Guidelines**

**IMPORTANT:** [Click here](#) to view the eligibility criteria before applying.

#### **Submitting an Application:**

The Morris Animal Foundation (MAF) Betty White Wildlife Rapid Response Fund application has two components: an online form and a proposal attachment. To successfully submit an application, please complete the following:

1. The online form [click here](#).
2. Attach the proposal to your online form. The proposal must be converted to a single PDF document that includes *all* attachments and does not exceed 5 MB. Proposals not attached to the online application will not be accepted. For help converting your proposal to PDF, [click here](#).

**Attention: Once your application and proposal are submitted, they cannot be changed. Please review carefully before clicking “Submit.”**

#### **Proposal Guidelines:**

Proposals should be designed to convince the reviewer of the immediate need for funding, that the applicant clearly understands the problem to be studied, has the expertise to conduct the study, has devised a logical scientific approach for the species to be studied and is proposing a study that is relevant to MAF. For MAF's definition of relevance, [click here](#).

**Proposal format:** This proposal should be written on 8.5 × 11 inch paper with a minimum of ¾ inch margins; **single-spaced using no smaller than an 11-point font** (Times, Times New Roman or Arial font preferred) and is page limited where noted. The order of the written proposal should follow the outline described below (including use of the outline numbering and headings). Answer the questions individually, and once you have completed your proposal and converted it to a single PDF document, the last page of the online form will prompt you to upload the attachment.

#### **Proposal Summary (Sections 2–6; single spaced; 5-page limit):**

1. Project Title and Name, Institution, email address of Principal Investigator and all co-investigators (one-page limit).
2. Briefly describe the importance of the proposed study, the relevance to MAF's interests, and how the study will provide new information about the problem that would not be available through the traditional Established Investigator grant process (i.e., why there is a need for a “rapid response”).
3. State specific, testable hypothesis and objectives. Summarize the literature related to this study. List any preliminary data available.
4. Describe the experimental methods and design for this study. Describe the facilities and equipment available to complete this study.
5. Provide an itemized budget. Funding amounts are typically between \$5,000 and \$20,000. The maximum amount available for a single (exceptional) proposal is \$50,000 (including up to 8% indirect costs) - amounts must be in U.S. dollars.
6. Provide a brief budget justification.
7. List of references (**20-reference limit – please number each reference**).

8. Animal Involvement Justification (please [click here](#) to download form): This form is required of all submissions regardless of animal involvement (**no page limit**).
9. Biographical data on principal investigator and co-investigators: For each individual provide the following information (**two-page limit for each individual**):
  - Name
  - Position/role on this project
  - Current position (title, name, and address of institution)
  - Education/training (degrees, institution, year of graduation, field of study)
  - Previous positions and honors (include membership on any advisory committees)
  - Selected peer-reviewed publications (include titles, all authors, and complete reference)

**Budget Policy:** MAF does not pay for capital equipment (i.e., a single piece of equipment, including computers, costing \$1,000 or more), tuition or salaries for faculty appointed to full-time salaried positions. You may request salary for technicians, residents, graduate students and postdoctoral fellows, based on their percentage of time involved in the project. MAF allows up to 8 percent of the yearly budget to be applied to indirect costs, *if your institution charges for these costs*. You must calculate your own 8 percent indirect costs and show them as a separate line item above each year's grand total. If your institution charges less than 8 percent, you may only claim the lower percentage.