

Alan (Abe) Rosenbloom, MD, President  
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January 2, 2012

Dear Investigator:

The Alpaca Research Foundation (ARF) was established in 1998 by the Alpaca Registry Incorporated as a non-profit organization to provide funding to qualified investigators for alpaca-related scientific research that will benefit alpaca breeders on national and international levels. Some areas of current research interest are outlined below. However, ARF welcomes all proposals dealing with important aspects of alpaca health, husbandry, genetics and fiber.

**Health:** ARF is seeking proposals to a) study the prevention, early detection and treatment of disorders that are significant problems in alpacas including, but not limited to, meningeal worm and other parasites, reproductive disorders and infectious diseases; b) validate thyroid testing and c) assess pharmacokinetics of drugs that might be useful for the treatment of alpacas.

**Husbandry:** In the area of husbandry, ARF is seeking proposals to establish optimal nutritional requirements of the alpaca, including trace minerals and vitamins at various stages of growth and development.

**Genetics:** In the area of genetics, ARF is seeking proposals to identify traits in the alpaca that may be amenable to genetic testing.

**Fiber:** In the area of fiber, ARF is seeking proposals to identify objective measures of fleece character and to determine the influence of genetic and environmental factors on those measures.

ARF encourages but does not require collaborative studies between institutions and researchers.

**Proposals are due April 1, 2012** and should be sent electronically to:  
Patricia Craven at [pacraven1@gmail.com](mailto:pacraven1@gmail.com)

One signed hard copy should also be sent to:  
Alan A. Rosenbloom, MD  
824 Poplar Trail  
Siler City, NC 27344

It is not necessary to have submitted a pre-proposal to be eligible to submit a full proposal. The deadline for submission of full proposals is April 1, 2012. The earliest funding date is Sept 1, 2012.

Enclosed is the grant application form to be used in applying for an ARF research grant and a copy of our policies and procedures. We would also appreciate your forwarding this information to others with expertise in and an interest in alpaca research, and/or providing the names and addresses of such individuals to us at the Alpaca Research Foundation. Additional forms can be obtained from the ARF web site at [www.alpacaresearchfoundation.org](http://www.alpacaresearchfoundation.org).

We look forward to hearing from and working with you in the future. If you have any questions about the grant application, feel free to contact any member of the ARF Board of Directors.

Sincerely,

Patricia A. Craven, PhD  
For the ARF Board of Directors

## **Alpaca Research Foundation Policies and Procedures**

- 1) Qualifications - Ordinarily applicants must hold a DVM, PhD or equivalent degree and be full time faculty members or employees of an organization that does research. The ARF board considers the qualifications of the Principal Investigator (PI) when reviewing proposals. The investigator's prior experience with conducting a research project, his or her track record for publications and the preliminary data he or she has put together for the submission are factors we take into consideration when evaluating proposals.
- 2) Animal Care and Use - All animal research must be reviewed and approved by the Animal Care and Use Committee at the investigator's institution. A copy of that approval is required prior to awarding of funds. All projects that involve the use of live animals must be overseen by a veterinarian to guarantee animal health and well being. If privately owned animals are to be used in a research project, a letter from the owner(s) must accompany the proposal stating that they have read the proposal, understand it and agree to allow their animals to be entered into the protocol.
- 3) Indirect and Administrative Costs - ARF is a 501(c) 3 non-profit organization. As a non-profit organization, ARF does not fund indirect costs or administrative overhead. A memorandum of understanding can be initiated for a specific institution if needed.
- 4) Budgetary Restrictions - ARF funds expendable supplies, initial cost and care of animals, technical support and publication costs directly related to approved projects. ARF does not fund equipment, renovations, purchase of computers, travel to meetings, professional or clerical salaries. ARF will fund hourly wages of technicians and students commensurate with their work on the project. All budget items must be well justified in writing including salary requests.
- 5) Project Period - ARF will fund projects of one, two and three (maximum) years in duration. All projects are subject to an annual review before allocation of continued funding, with the relative amount of potential funding being dependent on available funds. Funds will be dispersed every six months.
- 6) Intellectual Property - The PI's institution owns all rights to inventions that may result from the study, whether patentable or not. ARF is entitled to a minimum of 0.5% of revenues realized from an ARF-funded project.
- 7) Changes in Study Protocol - Any significant changes in the study protocol must receive prior approval by the ARF board.
- 8) Changes in Study Personnel - ARF must be advised of any changes in key professional personnel. No change shall take place without the prior written authorization of the foundation.
- 9) Outside Review - In certain instances, ARF will seek the aid of outside experts to review a proposal. Please provide the names of reviewers who you consider competent to review this proposal and their contact information. You may also list reviewers who you would not like to review this proposal.
- 10) Other Support - If support for the project is obtained from other sources, the

recipient must notify ARF immediately. Any unexpended funds awarded by ARF will be withdrawn should funding be received for the same project from other sources.

11) Unexpended funds - Any funds not expended for the project at the end of each fiscal year must be returned to ARF.

12) Budget Modifications - Funds granted by ARF may be expended only for the purpose and in the amounts set forth in the budget, unless written consent from ARF is obtained prior to the expenditure. However, funds may be transferred from one expense category to another without prior approval from ARF when the reallocation does not exceed 5% of the amount of the total direct cost.

13) Financial Reports - All financial reports must be signed by an institutional official who can take responsibility for the accuracy of the report. ARF is not responsible for any expenditure in excess of grant funds awarded or for expenditures made before the starting date of the grant, or for expenditures made by other than the approved PI.

14) Scientific Reports - Progress reports are required in writing by ARF annually. A final report is required at the end of the project period. The report forms are available on the ARF website, [www.alpacaresearchfoundation.org](http://www.alpacaresearchfoundation.org). All progress and final reports are privileged communications and will be held in strictest confidence by ARF until one year after receipt of the final report. ARF strongly encourages investigators to publish their results in a peer-reviewed journal. Any publication resulting from ARF funding must acknowledge ARF support. The following or similar language must be used: "The author gratefully acknowledges and thanks Alpaca Research Foundation for its support, without which this publication would not be possible". Reprints of any publication resulting from ARF funding should be sent to:

Alan Rosenbloom, MD  
824 Poplar Trail  
Siler City, NC 27344-1043

**Cancellation or Termination of an Award** - In the event that ARF determines that funds are not being used as approved, ARF may immediately terminate any further installments. In the event of cancellation or termination by ARF or the recipient, unexpended funds must be returned to ARF.

# Alpaca Research Foundation (ARF)

rev 12/11

## Submission:

Proposals are due April 1. The earliest funding date is September 1.

Please submit proposals electronically to Patricia Craven at pacraven1@gmail.com

One signed hard copy, postmarked no later than April 1 should also be sent to:

Alan A. Rosenbloom, MD  
824 Poplar Trail  
Siler City, NC 27344

## Grant Proposal Format

All proposals must be submitted in the following format or will not be considered.

- 1) **Cover Page** - see format.
- 2) **Lay Abstract** – The lay abstract (maximum 250 words) should be suitable for use in ARF promotional materials.
- 3) **Introduction** – The introduction should provide an overview of the pertinent literature and the rationale for the current proposal. All information supplied should be adequately referenced.
- 4) **Hypothesis**
- 5) **Objectives**
- 6) **Preliminary Data** - Summarize any work which you have performed which supports the feasibility of the proposed work.
- 7) **Experimental Design and Interpretation** - Explain what results are expected and how they will be interpreted with respect to the study objectives.
- 8) **Materials and Methods** - The methods should be described in detail, not just cited.
- 9) **Statistical Analysis** - Explain how you determined the number of animals required for each group and how the data will be analyzed.
- 10) **Resources Available** - Describe equipment and space which are available to support the proposed project.
- 11) **Time line** - Describe the progress you expect to make in each year of the project.
- 12) **Literature Cited**
- 13) **Budget** - A detailed budget should be included. All items should be justified.
- 14) **Other Support** - Include budget pages and abstracts from **all** currently funded and pending research support. Describe any scientific or budgetary overlap.
- 15) **CV's** – Attach an abbreviated CV (maximum two pages) for all professional people involved in the work.
- 16) **Supporting Documentation** - If appropriate, publications, pertinent literature or other items that would facilitate project review should be included.

## Length of Submitted Grant Proposal

The main body of the proposal, Parts 3-9, cannot exceed five (5) single spaced typed 8.5 X 11 inch pages, having 1 inch margins and using a 10-12 point font. Number all pages sequentially starting with the cover page.

Date: \_\_\_\_\_

**Alpaca Research Foundation (ARF)**  
**GRANT PROPOSAL REQUEST**  
**Cover Page**

**Principal Investigator (PI) Information**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Institutional Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Project Title:**

\_\_\_\_\_

**Research Location:**

\_\_\_\_\_

**Names, Affiliations and Addresses of Collaborating Researchers:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Geographic Applicability of Research (check one):**

1) Global (all alpaca) \_\_\_\_\_ 2) Regional (specify) \_\_\_\_\_

**Total Amount Requested:** \_\_\_\_\_ **Project Period:** \_\_\_\_\_

**Will the proposed project involve the use of live animals? If so please provide the following information:**

Veterinarian's Name: \_\_\_\_\_

Veterinarian's Address: \_\_\_\_\_

Veterinarian's Phone/Fax: \_\_\_\_\_

**Animal Care and Use Approval:**

Date approved: \_\_\_\_\_ Pending: \_\_\_\_\_ Not required: \_\_\_\_\_

**By signing below I certify that I am the principal investigator and that all information in this application is true and complete to the best of my knowledge. I agree to accept responsibility for the scientific conduct of the project and also agree to the terms and conditions of funding by ARF, as outlined under Policies and Procedures.**

**PI Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Type PI's Name:** \_\_\_\_\_

**Signature of responsible institutional Official:**

\_\_\_\_\_ **Date** \_\_\_\_\_

**Name, address and title of institutional official to whom the funds should be sent and who will be responsible for keeping a record of disbursement of funds:**

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