

## Research Proposal Guidelines

Proposals submitted to the Clinical Research Committee for review should include the following:

- A. Title and Signature Page: The title must provide a brief, clear, and specific designation of the subject of the research
- B. Abstract Page: In 250 words or less, describe your proposed research including its objectives, methods, and significance including benefits to animal health.
- C. Research Plan:
  1. Introduction/Statement of Problem/Justification.  
Describe (1) the importance of the problem and the basis used to establish this importance; and (2) explain how completion of this research will contribute to improved animal health.
  2. Goals, Hypothesis, and Objectives. List the broad, long-term goals of your laboratory. Describe how the specific research proposed in this application facilitates the accomplishments of these goals. State the hypothesis to be tested and the objectives.
  3. Background and Significance. Briefly describe the background leading to the current proposal, critically evaluate existing knowledge, and specifically identify the gaps which this project is intended to fill. Cite important and recent publications from other institutions, as well as from your own institution.
  4. Current Research. Describe the relevancy of the proposed research to any ongoing research either here at UGA or at another institution.
  5. Research Design and Methods. Provide a statement of the essential working plans and methods to be used in attaining each of the stated objectives. Procedures must correspond to the objectives and follow the same order. Procedures must include items such as the sampling plan, experimental design, and analyses anticipated. Discuss expected results, potential difficulties with the proposed procedures, and alternative approaches to achieve the stated objectives. Please state species of animals used and special steps to be taken to ensure humane care and treatment of these animals. Provide endpoints where animals may be removed from the study if their health or well-being is compromised or if an alternate therapy is clearly superior. Point out any procedure, situation, or materials that may be hazardous to personnel and the precautions to be exercised.
- D. References: List all references cited in the proposal. Citations must be accurate and complete including the title of the article.
- E. Personnel Support: List names of all personnel (principal investigator, co-investigators, collaborators) who will be involved in the research, and an estimate of their time commitment to the project.
- F. Budget and Budget Justification: On an additional page, provide a comprehensive justification of items requested.

- G. Informed Consent: If this is a clinical trial involving client owned patients, an informed consent form must be included, and tailored to your research proposal.
- H. Biohazardous Research Checklist: If necessary, please ensure this form has been submitted to Biosafety.