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EEHV Advisory Group Research Support Letter Protocol

Instructions for interested researchers to gain EEHV Advisory Group support will be available as a link on the eehvinfo.org website. A letter of support from the EEHV Advisory Group does not imply that samples (either banked or collected prospectively) must be provided for the project, or that grant funding will be obtained. Participation in any project is still at the discretion of each elephant-holding facility. The scientific validity of projects will be evaluated by the funding organisation, and is not the primary goal of the review process by the EEHV Advisory Group Research Committee.

Proposals:

- Research proposals should be a maximum of 3 pages in length
- Proposals should include
 - Project title
 - Authors and affiliations
 - Confirmation of IACUC approval
 - Summary of proposal or abstract
 - Brief literature review
 - Goals of the project and justification of work
 - Hypotheses
 - Material and Methods
 - Timeline and likelihood of publishing completed work
- Biosketch of the primary investigator should be included. If the project's PI is a student/ intern/ resident, CV's of both the primary applicant and their principal mentor are required
- Submitters are requested to include any letters of support from collaborators, collaborating institutions, NGO and government approval letters (if indicated)
- **All application documents are to be submitted to the Research Committee**

Format:

Research proposal documents should be typed single spaced, using margins of 1" top, bottom, right and left, Times font and font size 11

Evaluation matrix:

Proposals will be evaluated based on -

1. Validity of the hypothesis

2. Their usefulness in helping to answer questions that will benefit the health and care of elephants in their native ranges and under human care, specifically related to EEHV
3. The feasibility of the project and its timeline
4. The likelihood of producing publishable data

Criteria to be evaluated – To be completed by review committee only	Score between 0 and 5 (0 being the lowest and 5 the highest point allocated)
Validity of hypothesis(es)	
Usefulness of results	
Material and methods feasibility	
Realistic timeline	
Potential for publication	
Total points (maximum 25 points) <ul style="list-style-type: none"> • 0 to 10 – rejected • 11 to 15 – resubmit with revisions • >15 – accepted for EEHV AG support 	

Reviewing Protocol:

- The chairperson of the Research Committee of the EEHV Advisory Group is responsible for the initial review of the protocol. Four additional reviewers from the EEHV Advisory Group will be selected, including at least one training/ behavior/ husbandry specific member of the EEHV Advisory Group
- Three reviews are required for complete proposal review
- If required, outside experts may be consulted based on the proposal
- Expect a 2-week turnaround from the time of application submission to obtaining a response from the review committee
- The support letter will note that it is the responsibility of the funding group to evaluate the scientific validity of the project, and if the project proposal aligns with EEHV Advisory Group research priorities
- Please send application materials as requested above to the chairperson of the Research Committee - Priya Bapodra, Columbus Zoo and Aquarium (priya.bapodra@columbuszoo.org)