

# Michael J. Day Scholarship

## Supporting Research into Small Companion Animal Infectious Diseases, Clinical Vaccinology, or Immunology

Supported by the WSAVA and MSD Animal Health

### Terms and Conditions

1. The central aim of each Michael J. Day Scholarship is to support a student who is studying towards a registrable veterinary degree (e.g. DVM or BVSc) to carry out high-quality research on small companion animal infectious disease, clinical vaccinology, or immunology. Applications should reflect this aim. Projects that are simply intended to assess the efficacy or safety of licensed medicines are discouraged and are unlikely to be funded.
2. Prospective applicants for these scholarships will need to identify a principal supervisor before they can submit an application. Likewise, prospective principal supervisors will need to find a suitable student before they can apply. Applications need to be completed and signed by the scholarship student applicant, the principal supervisor, and any other members of the supervisory team.
3. Should the principal supervisor resign and move to another employer before or during the scholarship period, the funds will not automatically be transferred with the supervisor. An alternative principal supervisor may need to be identified and approved by the WSAVA Vaccination Guidelines Group (VGG). Principal supervisors who decide to move to an alternative institution should contact WSAVA as early as possible to seek advice.
4. At least one supervisor on each application must be a registered veterinarian in the country or region where the research will be done.
5. Applications must be complete, including the provided application form.
6. Applications will undergo a formal peer-review process, undertaken by VGG members, a member of the Scientific Committee and representatives of MSD Animal Health (who can support the identification of proposals to shortlist and provide advice and recommendation regarding the selection, decision and final selection will be down to WSAVA representatives)..

Project proposals will be reviewed for:

- Originality and potential clinical importance;
  - Quality and clarity of the research project proposal;
  - Realistic aspirations and feasibility within the anticipated time frame;
  - Animal welfare and ethical considerations; and
  - Overall significance to small companion animal infectious disease, clinical vaccinology, or immunology.
7. The reviewers may suggest modifications to submitted project proposals with a view to approval.
  8. Brief *curricula vitae* of the scholarship applicant and the principal investigator must be supplied. Required details are provided in the application form.
  9. The closing date for applications will be indicated in scholarship advertisements.
  10. To receive funding, researchers must successfully obtain approval from relevant institutional ethics committees (human and or animal ethics committees) or provide written evidence from the committee that no such approval is required, because of the nature of the project (e.g., use of waste materials from clinically indicated sampling only).
  11. The start date of each project must be within 6 months of the date of the confirmation letter of award of the scholarship. VGG must be informed of the start date of the project. Projects will preferably run for a period of one year or less. In exceptional cases, depending on the magnitude of the project, a project can run for a maximum of 2 years, if approved by VGG.
  12. The research project budget submitted must be reasonably detailed, and items must be justified specifically in terms of the objectives of the proposed project.
  13. Any scholarship awarded by WSAVA is subject to the Terms & Conditions in force at the time that scholarship is actually awarded. Any subsequent amendments to the Terms & Conditions can be made only with the written agreement of both parties. A signed copy of these terms and conditions must be returned to WSAVA. This must include the signature of the scholarship recipient and the supervisor. No funds can be released until the signed Terms & Conditions are returned.
  14. Scholarship funds cannot be used for the employment of staff or students, for personal expenses, non-technical or occasional third-party services, civil works, acquisition of publications or travel (other than travel of the scholarship recipient). Neither will the cost of publication in a peer-reviewed journal be covered.
  15. VGG will not usually fund projects with existing or proposed co-funding.
  16. Modifications to the project (initial plan, number of animals, dates, etc.) cannot be made without the prior consent of WSAVA VGG.

## 17. Progress Reports

- For both one- and two-year projects, an initial report describing what has so far been accomplished in the project must be submitted no later than 7 months after the start of the project.
- For two-year projects, a second interim report must be provided no later than 13 months after the project starts.
- For both one-year and two-year projects, a final report must be submitted no later than 1 month after completion of the project.
- Progress reports (initial, interim and final) must be organized in the following order, to serve as a basis for potential publication:
  - Title
  - Names of investigators
  - Introduction
  - Material and methods
  - Results
  - Discussion
  - Conclusion
  - References
- A Scholarship Progress Report Form must be completed, signed and submitted with each progress report.

## 18. Financial Report

A financial report must be submitted with each progress report (initial, interim and final) detailing all expenses incurred and tallied with the funds received from WSAVA VGG. All expenditure receipts should be retained in case they are needed to accompany a later report.

## 19. Publications and Publicity

Findings of all funded projects should be submitted for presentation at the next WSAVA Congress (poster or oral abstract communication) and, preferably, for publication as an article in a peer-reviewed scientific journal. This should be done no later than 12 months after completion of the project. Documents detailing submission and acceptance of project findings for publication should be sent to WSAVA VGG.

- Michael J. Day Scholarship funds cannot be used to fund publication costs (e.g., “page charges” or “color photograph charges”) charged by publishers.
- WSAVA and MSD Animal Health reserve the right to publicize the awarding of scholarships as they may see fit.
- Scholarship recipients and principal supervisors should ensure that WSAVA VGG and MSD Animal Health contributions to the administration and funding

of the research are suitably acknowledged in all resulting publications. This must be in a form acceptable to WSAVA VGG and MSD Animal Health in the acknowledgements section of all publications. Suggested wording being: *“The authors gratefully acknowledge receipt of a Michael J. Day Scholarship for [name of author / scholarship recipient]. This scholarship is administered by the World Small Animal Veterinary Association and generously funded by MSD Animal Health.”*

**20.** Scholarship funds will be provided to the host institution. Scholarship funds must not be used to purchase expensive pieces of scientific equipment. No more than 20% of funds allocated to a particular project can be used to purchase equipment essential to the project. Strong arguments must be made in support of any such purchases, if the research proposal is to be funded.

**21.** WSAVA accepts no responsibility, financially or otherwise, for expenditure (or liabilities arising out of such expenditure) or any other liabilities arising out of the project. The control of expenditure must be governed by the normal standards and procedures of the host institution and must be covered by the formal audit arrangements that exist in the host institution.

## **22. Financial Arrangements**

- All claims for scholarship funding must be made in the form of an official invoice quoting full details of the WSAVA award. All invoices for funding must be sent for the attention of the WSAVA financial officer Joyce Dao at [finance@wsava.org](mailto:finance@wsava.org).
- A copy of these Terms & Conditions must be passed on by the principal supervisor to the finance department of their institution / practice.
- Principal supervisors are required to account for all expenditure of scholarship funds in their initial, interim and final reports.
- The amount of any grant does not include any local taxes (including VAT). The recipient is responsible for payment of all local taxes.

## **23. Termination of a Scholarship**

- A scholarship may be terminated by mutual agreement of WSAVA and recipients. In this case, the total amount received by the recipients must be returned to WSAVA within 2 months, less any amounts that have already been expended.
- If an initial or interim progress report is deemed unsatisfactory, VGG reserves the right to terminate the award and not provide further funds for a second year.

**The project supervisors and the scholarship recipient have read and understood these Terms and Conditions and agree to abide by them.**

Signature of Principal Supervisor:

Print Name:

Date:

Signature of Other Supervisor:

Print Name:

Date:

Signature of Other Supervisor:

Print Name:

Date:

Signature of Student scholarship recipient:

Print Name:

Date: