



**DAIRY CATTLE GENETICS
RESEARCH AND DEVELOPMENT COUNCIL
(DairyGen)
of Canadian Dairy Network**

**RESEARCH FUNDING PROGRAM
GUIDELINES FOR GRANT APPLICATION
YEAR 2012**

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DairyGen Research Funding Program Guidelines for Grant Application Year 2012

I. INTRODUCTION

The Dairy Cattle Genetics Research and Development Council (DairyGen) is appointed by the Board of Directors of Canadian Dairy Network and chaired by one of its 14 members. In addition to producer members and technically oriented industry members, four members are selected for their involvement in research in genetic improvement and science in the broad field of dairy cattle genetics.

The DairyGen Council of Canadian Dairy Network represents Canadian organizations involved in the field of dairy cattle improvement. This includes artificial insemination organizations, dairy breed associations, milk recording agencies and dairy farmers represented by DFC. These industry partners come together under the umbrella of Canadian Dairy Network (CDN), through its membership and delegate structures. CDN collects funds from each member organization, according to their level of activity within the Canadian dairy cattle improvement industry, and establishes an annual budget to be used to support research activities of high industry priority. Although Canadian Dairy Network is accountable to the industry regarding the research budget, the DairyGen Council of Canadian Dairy Network has the mandate of establishing annual research priorities, reviewing submitted letters of intent and detailed project proposals, approving projects and associated allocation of industry funds as well as the regular follow-up of progress achieved and analysis of final results. Canadian Dairy Network and Dairy Farmers of Canada have agreed to collaborate in the areas of the DairyGen Council of Canadian Dairy Network's administration and the sourcing of matching government support for each project. . **It is important to note that submitted Letters of Intent and full Funding Applications will be judged against the principles and priorities outlined herein.**

II. RESEARCH PRIORITIES

For submission of research projects for this year, the DairyGen Council of Canadian Dairy Network has established the following areas of high priority: cow profitability mainly in the area of locomotion/mobility; breeding strategies and objectives including genomic evaluations; genetic evaluation for value-added milk components; animal health, low immune response and disease resistance; and genetic evaluation and data analysis especially for health and disease traits. Research proposals may include methods in the areas of quantitative genetics or genomics. For each area of interest, the following is a brief description of the problems and/or concerns needing to be addressed, with mention of specific areas of importance associated with each.

Animal Health, Low Immune Response and Disease Resistance

The increasing frequency of health-related problems at the farm level has raised producer and industry awareness of the importance of proper animal health and disease control. In addition, improving animal health is expected to have a positive impact on human health through increased product safety, reduced human exposure to pathogens, decreased microbial resistance to antibiotics and drugs, etc. There is, therefore, interest in looking at traits in this area from a genetic perspective including genetic variation and relationships with other traits.

Breeding Strategies and Objectives

Given the significant developments allowing for the application of genomics to improve the accuracy of genetic evaluations, especially for young bulls, heifers and cows, research is needed to compare the benefits of various strategies for breed improvement and selection, which may or may not include traditional young sire progeny testing schemes. Also of interest is the development of genetic selection strategies aimed at controlling the current reduction in genetic variation due to increased inbreeding levels in dairy cattle populations. There is an immediate need to establish a national genetic evaluation system for health and disease traits in dairy cattle, which is expected to be a family of traits to significantly benefit from the use of genomic evaluations for selection and herd-based decision tools.

Genetic Evaluation & Data Analysis

New techniques have been implemented to analyze data collected on-farm and to calculate genetic evaluations. Research should address ways to maximize the use of on-farm data systems to increase the accuracy of evaluation and ways of combining data and/or information to increase the accuracy of prediction. This may apply to genomic as well as phenotypic data.

Cow Profitability

In conjunction with selection placed on improving levels of production, producers are striving to increase their net profits. While good management can alleviate some of the stresses associated with high production, producers are looking for the genetic means to build a more profitable cow for both current and future production environments. Genetic parameters for traits of economic importance need to be identified and validated, thus permitting the development of a cow profitability index and related genetic evaluation systems. Studies involving the economic analysis of the various components related to cow profitability are continuously needed. Cost effective data collection methods are required to channel relevant data into these systems. Traits of major importance include:

- Genetic variation and economics of locomotion, mobility, lameness and crampiness
- Economics of reproductive performance traits
- Genetic variation of fatty acid levels in the rumen and blood stream and their association with other traits of economic importance in dairy cattle

Genetic Improvement for Value-Added Milk Components

Previous research globally has identified compounds in milk that have human health benefits such as nutraceutical properties. Satisfying the needs of increasingly health conscious consumers may provide economic benefits for producers. Further research should focus on the possibility of genetically optimizing levels of the following compounds in milk:

- Calcium, other minerals & Lactose
- Omega-3 Fatty Acids & Conjugated Linoleic Acid (CLA)
- Cholesterol
- Milk Properties (i.e., milk coagulation for cheese production)

Novel Ideas and New Technologies

The five main areas of research priorities for the DairyGen, as outlined above, reflect those that are currently of greatest interest to producers and the industry. The DairyGen Council of Canadian Dairy Network also encourages researchers to submit proposals incorporating novel ideas and new technologies, either through quantitative genetics, genomics or epigenetics that might have a beneficial impact on dairy cattle improvement.

To assist researchers in developing research proposals of very specific interest to the DairyGen Council of Canadian Dairy Network, the following are some possible project titles, which address key industry priorities:

- (1) Genetic selection of non-traditional components of milk including CLAs and cholesterol.
- (2) Genetic variation for measures of locomotion, mobility, lameness or crampiness.
- (3) Genetic selection strategies that control the reduction in genetic variation in dairy breeds due to inbreeding.

The following principles will be part of the criteria used in the selection of research projects:

National and Generic Issues

Research should be oriented towards solving problems that have a national perspective.

Networking

The DairyGen Council of Canadian Dairy Network encourages networking. Research projects should, if necessary, involve complementary teams of scientists from dairy research groups operating across Canada with international collaboration, when needed.

Matching Funds

Each research project should be structured in such a way that it fulfills requirements for NSERC (National Science and Engineering Research Council) or MII (Matching Investment Initiatives) or other available matching funding programs.

Technology Transfer

Research oriented towards problem solving should generate results that are urgently required to improve the efficiency and competitiveness of the Canadian dairy industry.

III. ELIGIBILITY

Under normal circumstances, investigators proposing to undertake research relevant to dairy cattle genetic improvement and who hold an academic appointment in a Canadian university or affiliated institution are eligible to apply to the DairyGen Council of Canadian Dairy Network.

The principal investigator is responsible for the complete direction of the approved project and other activities associated with the efficient execution of the study. The role of the co-investigator(s) must be clearly defined.

IV. PROGRAM ADMINISTRATION

The DairyGen Council of Canadian Dairy Network contracts administrative services from Dairy Farmers of Canada (DFC) and therefore project submissions, progress and final

reports as well as other technical or administrative correspondence should be forwarded to the following individuals:

Dr. Filippo Miglior
R&D Coordinator
Canadian Dairy Network
660 Speedvale Avenue West, Suite 102
Guelph, Ontario. N1K 1E5
Tel: (519) 767-9660 Ext. 107
Fax: (519) 767-6768
E-mail: Miglior@cdn.ca

Ms. Émie Désilets
DairyGen Secretary
Dairy Farmers of Canada
21 Florence Street
Ottawa, ON, K2P 0W6
Tel: (418) 933-1503
Fax: (613) 236-0905
E-mail: emie.desilets@dfc-plc.ca

In 2011, a new process for research proposals submission to DairyGen has been established. DairyGen will still hold 3 meetings a year (i.e. early February, early June and early October). At the beginning of each year, DairyGen will send a call for proposals with 3 submission dates preceding each of their meetings. For any of those submissions dates, researchers will have the choice to submit either a Letter of Intent (and potentially after a Full Application) or directly a Full Application for consideration of financial support to begin approximately 6 months following submission of the Full Application.

At every meeting, Letters of Intent and Full Proposals submitted will be reviewed by the DairyGen Council of Canadian Dairy Network to determine whether the proposed research is in accordance with current research priorities and funding capabilities. Following every meeting, researchers who submitted a LOI will be informed if they are invited or not to submitted a Full Application and researchers who submitted a Full Application will be informed that either 1) their full proposal have been accepted by DairyGen and that they should sent it to NSERC for matching funds as soon as possible within a maximum period of 90 dayss, 2) their proposal will undergo a DairyGen external review process, 3) their proposal needs small modifications in order to get DairyGen support and be able to send it to NSERC for matching funds or 4) their proposal has been refused by DairyGen.

Researcher who received confirmed support from DairyGen for their Full Application will be responsible for submitting it to NSERC matching programs as soon as possible within a maximum period of 90 days. Their Application will then undergo the usual NSERC review process for CRD.

V. APPLICATION PROCEDURE

a) Letter of Intent

The Letter of Intent is due no later than January 15th, May 15th and September 15th of each year. The Letter of Intent must be submitted using the specified dynamic PDF form developed for the DairyGen Council of Canadian Dairy Network that is available on CDN website or upon request by contacting DFC or CDN (see section IV). The LOI should not exceed a total of six pages.

The form provided for the Letter of Intent is self-explanatory and specifically designed to eliminate the need for additional supporting material to transmit relevant information (i.e.: appendices or cover letter).

The DairyGen Council of Canadian Dairy Network strongly encourages electronic submission of all Letters of Intent to be e-mailed to the DairyGen Secretary, Émie Désilets (Emie.Desilets@dfc-plc.ca with a copy to the CDN R&D Coordinator, Dr. Filippo Miglior (Miglior@cdn.ca).

To provide additional guidance, please note the following:

- Be very clear and give careful thought to the section "Significance of the Proposed Study to the Dairy Industry";
- Indicate the type of partnership and the source of matching funds which will be used and provide notes to justify the proposed budget;
- Consider the research priority areas identified by the DairyGen Council of Canadian Dairy Network;
- Primary consideration will be given to Letters of Intent received from within Canada should funding requests of equal merit be received from outside Canada.

b) Funding Application

NSERC funding application form must be used. Direct links to these forms are available via NSERC's web site, the DairyGen link on the CDN web site (www.cdn.ca) or by contacting Dr. Filippo Miglior at CDN. Projects with established industry matching funding through MII, DIAP or other AAFC programs may use specific application forms. Funding Applications must be submitted to the DairyGen Council of Canadian Dairy Network no later than January 15th, May 15th and September 15th of each year for consideration and review at the following DairyGen meeting. As for the Letters of Intent, The DairyGen Council of Canadian Dairy Network strongly encourages electronic submission of all Funding Applications (Word or PDF format) to be e-mailed to the DairyGen Secretary, Émie Désilets (Emie.Desilets@dfc-plc.ca with a copy to the CDN R&D Coordinator, Dr. Filippo Miglior (Miglior@cdn.ca). Specific guidelines regarding the completion of the Funding Application form and additional information about the administration of projects are contained in Sections VI-XIV of this document.

If you have previously received research funding from the DairyGen Council of Canadian Dairy Network, please include a summary of the Progress or Final Report(s) with your Funding Application form.

c) Consideration for Funding

Grant applications will be reviewed following the process previously described in section IV. Applications will be considered according to current research priorities and funding capacity of the DairyGen Council of Canadian Dairy Network, their scientific merit and available research facilities and. Applications received from within Canada will be given primary consideration. In exceptional circumstances, an application from outside Canada may be considered.

Funding applications will be reviewed by the DairyGen Council of Canadian Dairy Network and the principal investigator will receive written notification from the DairyGen Council of Canadian Dairy Network via the secretary at

DFC regarding the outcome of these considerations as soon as possible thereafter.

NOTE: Approval of the Letter of Intent and/or the Funding Application by the DairyGen Council of Canadian Dairy Network do not ensure research funding. Final approval is given following review of all Funding Application forms and progress reports from previously approved projects as well as approval of matching government support.

VI. GUIDELINES FOR FUNDING APPLICATION

All Grant Application forms must be submitted to the DairyGen Council of Canadian Dairy Network via the Administrative Assistant at DFC, no later than January 15th, May 15th and September 15th of each year for consideration and review at the following DairyGen meeting. Please adhere to the space and format limitations as normally available in the NSERC application form. Do not use photo-reduced type. The font size should not be less than 12 point.

a) Title of Proposal

The title of the proposal should reflect the specific objective of the investigation. In order to more fully communicate the research project to the dairy industry, two separate titles are requested - one for professional interpretation and another for lay interpretation. These titles may be modified upon mutual agreement between the DairyGen Council of Canadian Dairy Network and the principal investigator.

b) Personnel

Biographical information, as outlined in the special form provided, is requested for the principal investigator and co-investigator(s). The principal investigator's research experience and publication record in the field of study is given primary consideration. Please keep biographical information separate from the Funding Application form. Research contributions should be limited to five (5) pages.

c) Budget Information

Detailed information about the complete financial requirements for the study is to be provided for the initial year and projected for the following years. Full financial details are required with a clear indication of the amount requested from the DairyGen Council of Canadian Dairy Network in addition to amounts desired through government matching programs.

If you need more information concerning NSERC's guidelines concerning the Use of Grant Funding, please visit: www.nserc.gc.ca/professors_e.asp?nav=profnav&lbi=f3.

• Personnel

Salaries or portions thereof and fringe benefits for specific personnel named in the application will be honoured. There are four categories of individuals who may be paid from grant funds:

1. Research personnel whose skills are required to conduct the research project.

2. Technicians who are formally classified as such by their institutions.
3. Research trainees who are full-time in a registered M.Sc. or Ph.D. program. Trainees should be Canadian citizens or permanent residents of Canada. Under special circumstances, consideration will be given to registered foreign students.
4. Post-doctoral fellows who hold a M.D., D.D.S., D.V.M. or Ph.D.

NOTE: For researchers applying to receive partnership funding through the Natural Sciences and Engineering Research Council of Canada (NSERC), please ensure that your proposal clearly indicates how your project will contribute to the Training of Highly Qualified Personnel. This is an integral component of the conditions under which NSERC will be evaluating research projects for funding. For more information on NSERC's guidelines regarding the Training of Highly Qualified Personnel, please visit: http://www.nserc-crsng.gc.ca/NSERC-CRSNG/Policies-Politiques/assesscontrib-evalcontrib_eng.asp.

The DairyGen Council of Canadian Dairy Network reserves the right to request further information regarding fringe benefits. Salaries for principal investigators or collaborators will not be honoured. Budget justification for personnel is to be included.

- **Major Equipment**

The DairyGen Council of Canadian Dairy Network does not provide equipment grants. However, in special cases when equipment is shown to be essential to the project, DairyGen will contribute to the purchase of major equipment. Major equipment is considered a single item for which the price exceeds \$10,000.

- **Supplies**

Expenditures for expendable materials, such as experimental animals and feed, chemicals, glassware and supplies for existing equipment and routine maintenance of existing equipment will be honoured. Expenditures in excess of \$500 per article are to be itemised.

- **Publication and Publication Costs**

Publication of research results in a reputable, peer-reviewed scientific journal is encouraged. Primary consideration should be given to Canadian journals or international journals with extensive readership in Canada. Publication costs are limited to \$1,500 per year.

- **Travel**

Travel to scientific meetings within Canada or pertinent meetings outside Canada to present research data obtained from the funded project is encouraged and will be honoured in the second year of a two-year project. In the case of a one-year project, anticipated travel costs should be incorporated into the budget for that year. Travel costs are limited to \$2,000 per annum.

A copy of abstracts and/or manuscripts that include the DairyGen Council of Canadian Dairy Network funded research should be sent to the technical contact person for the DairyGen Council of Canadian Dairy Network as identified in Section XIV, prior to the scientific meeting.

- **Other Expenses**

Computer costs related to data analyses, reimbursement to study subjects and other routine expenses incurred, as part of the funded study will be honoured. Expenditures in excess of \$500 per item are to be identified.

- **Overhead Charges or Indirect Costs**

There will be no overhead charges on the DairyGen Council of Canadian Dairy Network funded research projects from the university/institution of the principal investigator or the co-investigator. If there are indirect costs associated with the project, these must be clearly identified in the Funding Application form and subject to approval and negotiation by the DairyGen Council of Canadian Dairy Network.

- **Unauthorised Expenses**

Consultant fees will not be honoured unless the DairyGen Council of Canadian Dairy Network gives written approval.

d) Project Details

In the Funding Application form, detailed information is required regarding background information with references; the hypothesis and specific objectives of the proposal; experimental design and methods to be used; statistical evaluation of data; available facilities and equipment; and the significance of research to the scientific community and especially to the Canadian dairy industry. The body of the Funding Application should be self-contained and not be dependent on attachments. Appendices are appropriate for supplementary information.

VII. MEMORANDUM OF AGREEMENT

Financial support is to be used entirely for specific activities co-ordinated by the principal investigator. Prior to initiation of the project, a Memorandum of Agreement (see Appendix) is completed between the principal investigator's university/institution and Canadian Dairy Network, as the legal organization under which the DairyGen Council of Canadian Dairy Network is the formal industry research committee. The text of this agreement defines the responsibilities of the principal investigator's organization, Canadian Dairy Network on behalf of the DairyGen Council of Canadian Dairy Network, and DFC as the organization providing administrative services to the DairyGen Council of Canadian Dairy Network, and includes:

- Identification of the principal investigator and proposed project;
- Financial responsibility of CDN for the DairyGen Council of Canadian Dairy Network and the university or institution;

- Responsibility for managing the project;
- Possible commercialization of resulting technologies or software.

VIII. FINANCIAL ACCOUNTABILITY

a) Payment

Payment of each year's award will be made according to the payment and report schedule included with the Memorandum of Agreement <. When a new project is initiated, the first payment will be contingent upon receipt of a fully signed Memorandum of Agreement between the principal investigator's organization, CDN (for the DairyGen Council of Canadian Dairy Network) as well as approval for matching government support. For subsequent years of the DairyGen Council of Canadian Dairy Network funding, a progress report must be received before. The matching funds for the first year's funding (paid upon approval of the full application,) will be paid directly by NSERC.

b) Transfer of Funds between Budget Categories

Expenditures that exceed budgeted items are permitted provided the total annual budget does not change.

c) Transfer of Unexpended Funds

Transfer of unexpended funds from the first year of the granting period to the second year will be permitted with written approval from the DairyGen Council of Canadian Dairy Network.

The unspent balance of the grant is not considered to have lapsed at the end of the DairyGen Council of Canadian Dairy Network's support period. When the support period expires on the annual anniversary of the project initiation date, unspent funds will remain available for use until the end of the next 12-month period. Written approval must be obtained from the DairyGen Council of Canadian Dairy Network.

d) Financial Statement

Within 30 days after the termination date as indicated in the Memorandum of Agreement, a yearly financial statement is to be prepared by the institution's official in charge of financial records and forwarded to the Administrative Assistant of DFC on behalf of the DairyGen Council of Canadian Dairy Network.

A financial statement will be required thirteen (13) months after the DairyGen Council of Canadian Dairy Network's support has ended. A standard financial statement form will be provided on which to present the following information:

- Revenues
 1. Unexpended balance "carried over" from previous year (if applicable).
 2. Credits received during accounting year.
- Annual Budget

Budget for accounting year as outlined in the Memorandum of Agreement together with:

 1. Allocation of funds "carried over" from previous year into the budget categories (if applicable).
- Disbursements:

1. Personnel costs
2. Expendable research supplies
3. Travel expenses
4. Publication costs
5. Other expenses

- Balance as of end of annual funding period.

IX. PROGRESS REPORTS

All Progress Reports are to be submitted on NSERC's standard form.

a) Interim Report

The first Progress Report is required from the principal investigator on or before the anniversary date for the project start date and similarly for each subsequent year of the project.

Note: Failure to submit a Progress Report may result in termination of funding.

b) Final Report

The Final Report is required at the conclusion of the research project. This report should be submitted within ninety (90) days following the termination of the funding agreement. The submission date may be extended following a written request to the DairyGen Council of Canadian Dairy Network via the technical contact person at Canadian Dairy Network.

This Final Report, submitted on a standard form, should summarize (as for the interim progress report) the research activities over its entire duration, in accordance with the original objectives as listed in the Funding Application form.

X. RENEWAL OF AWARDS

Granting is normally for a two or three-year period, although longer-term projects that meet high research priorities identified by the DairyGen Council of Canadian Dairy Network may be considered. The renewal for the second or subsequent years is contingent upon receipt and acceptability of the annual progress report, a yearly financial statement as outlined in the Memorandum of Agreement and funding availability of the DairyGen Council of Canadian Dairy Network.

If the researcher would like to extend the research project for an additional time period, a new Letter of Intent or full application must be submitted during the final year of the project in accordance with the normal request process. Any such request will be considered amongst all new research proposals received and will enter into competition for funding.

XI. GENERAL INFORMATION

a) Publications

To remain abreast of research activities of the principal investigator, a copy of all manuscripts and/or abstracts to be submitted for publication and resulting from the DairyGen Council of Canadian Dairy Network funded research shall concurrently be sent to the Technical Contact person at Canadian Dairy Network.

The choice of the journal for publishing results rests with the principal investigator. Primary consideration should be given to reputable Canadian or international journals with extensive readership in Canada.

Publications resulting from the DairyGen Council of Canadian Dairy Network's support should be acknowledged in the following manner: "Supported by a Grant from the Dairy Cattle Genetics Research and Development (DairyGen) Council of Canadian Dairy Network".

Once published, one (1) electronic or hard copy of the final article shall be forwarded to Canadian Dairy Network.

b) Relocation of Principal Investigator

The DairyGen Council of Canadian Dairy Network reserves the right to reconsider financial support of any project upon death, incapacitation or relocation of the principal investigator (which must be reported to the DairyGen Council of Canadian Dairy Network).

XII. ETHICAL CONSIDERATIONS

Animal Studies

Proposed research must be acceptable by an animal care committee appointed and operated in accordance with the Guide to the Care and Use of Experimental Animals of the Canadian Council on Animal Care (CCAC), Volume 1 (1980), Volume 2 (1984). The DairyGen Council of Canadian Dairy Network must receive the ethical acceptance form no later than sixty (60) days after the approval of the project for funding. If not provided within this time period, the funding application will not be released.

XIII. COMMERCIALIZATION

If there are opportunities to license new Intellectual Property resulting from research funded by the DairyGen Council of Canadian Dairy Network, the university or institution of the Principal Investigator will follow standard procedures under its standard inventions policy. In following these procedures the university or institution will give the Canadian Dairy Network (the legal organization associated with DairyGen) due and reasonable notice of any intent to patent new intellectual property resulting from the research project, as well as the first right of refusal for negotiating a fair and reasonable agreement for commercialization of the said intellectual property, which may include royalties. In any such commercialization agreement, the Canadian Dairy Network will give consideration to the level of funding provided by each of its industry member organizations. In addition, the Canadian Dairy Network and its member organizations shall have the right, free of charge, to use for non-commercial purposes, any new software resulting from research funded by the DairyGen Council of Canadian Dairy Network.

XIV. ADDITIONAL INFORMATION

Failure to complete and submit the Letter of Intent or the Funding Application form in the manner outlined in these guidelines may delay or preclude review by the DairyGen Council of Canadian Dairy Network. Deviations from the above guidelines will be allowed only if approved by the DairyGen Council of Canadian Dairy Network. Inquiries for additional information pertaining to the above points should be directed to:

Administrative Issues	Ms. Émie Désilets DairyGen Secretary Emie.Desilets@dfc-plc.ca Tel.: (418) 933-1503 Fax: (613) 236-0905	Mailing address: Dairy Farmers of Canada 21 Florence street Ottawa, ON, K2P 0W6
Financial Issues	Mr. Brian Van Doormaal CDN General Manager VanDoorm@cdn.ca Tel: (519) 767-9660, Ext. 101 Fax: (519) 767-6768	Mailing address: Canadian Dairy Network 660 Speedvale Avenue West, Suite 102 Guelph, Ontario. N1K 1E5
Technical Issues	Dr. Filippo Miglior CDN Research Coordinator Miglior@cdn.ca Tel: (519) 767-9660, Ext. 107 Fax: (519) 767-6768	Mailing address: Canadian Dairy Network 660 Speedvale Avenue West, Suite 102 Guelph, Ontario. N1K 1E5