

BERNICE BARBOUR FOUNDATION, INC.
UNIVERSITY/VETERINARY SCHOOL
GUIDELINES AND APPLICATION INSTRUCTIONS FOR 2012

The Bernice Barbour Foundation is a private charity established by the late Bernice Wall Barbour. It is a trust to be used for preservation, care, and prevention of cruelty to animals in the United States.

There are a separate set of guidelines, instructions and application for all animal welfare organizations. The guidelines and instructions below are for the Universities and Veterinary Schools.

Program areas and priorities

- Animal welfare research which have a scientific endpoint and not anecdotal conclusions
- Wildlife – must be indigenous to the United States, no non-native species

Grant process timetable

- Applicants must complete our grant application
- Grant applications must be postmarked or received by carrier on or before **July 31, 2012** to be considered
- Grant applications are reviewed by the Trustees in the Fall
- All applicants will be notified of the decision by the end of the calendar year
- Grant recipients may reapply in the next grant cycle

Grant types/amounts

- All grants must benefit animals in the United States
- Most first-time grants awarded range from \$5,000 to \$20,000
- Grant recipients must provide progress reports every six months until all funds have been spent and research is completed.
- Grant Types Not Funded
 - Land acquisition and Construction (bricks & mortar)
 - Endowments
 - Capital Campaigns for organizations without a funding history
 - Fundraising expenses and sponsorship
 - Infrastructure improvements
 - Lobbying, activism, or litigation
 - Indirect costs or overhead expenses

You must use our application format, and questions must be answered in the space provided. “See attached” is not an acceptable answer to any question. Your application should not exceed 4 pages plus the exhibits attached behind the application. All applications must be typed. **An original plus one copy of all materials must be submitted. Only hard copies of the grant proposals can be accepted. Applications sent by fax or e-mail will not be considered.** Your application will not be considered if it is not complete. Please do not send applications and materials in plastic sleeves. **All documentation must be postmarked or received by carrier on or before July 31, 2012 to be considered.**

Question #5 asks for the Researcher (Contact Person for the Foundation). Applications will only be considered from faculty members and only one per faculty member. Applications submitted by students, doctoral candidates, and post-doctoral students will not be considered. The research may be performed by the students, doctoral candidates, and/or post-doctoral students; however, the responsibility for all communication with the Foundation is the faculty member.

Question #11 asks for a brief description of the Research Group’s research in the most recent year. Additional material can be attached as Exhibit 1.

Question #12 is the project funding request. Please remember your application is being read by non-scientific Trustees. It should be understandable to the "lay" individual. Please do not let your answer exceed 1½ page. Additional material can be attached as Exhibit 2.

Question #13 asks for the complete project budget to be attached as Exhibit 3. It should provide some detail as to the projected income and expense data.

Please sign the application. Acknowledgement cards will be mailed when application is received.

An original plus one copy of all materials must be submitted. Grant proposals will be considered incomplete if the requested information is not provided on the application form and will not be considered for funding. The Board of Trustees reviews all eligible applications. Submission of a grant application does not guarantee an organization will receive funds. Final determination of grant applicant funding is at the sole discretion of the Foundation Trustees. Notification of the Trustees' decision will be mailed in December.

All documentation must be postmarked or received by carrier on or before July 31, 2012. Late applications will not be considered. If you have questions call 561-791-0861 or e-mail Nancy at nancy@bernicebarbour.org or Eve at eve@bernicebarbour.org.

Kindly send to:

**Bernice Barbour Foundation, Inc.
c/o Nancy Youtsey
12230 Forest Hill Boulevard, Suite 110-RR
Wellington, FL 33414**

2012 BERNICE BARBOUR FOUNDATION GRANT APPLICATION
For University/Veterinary Schools

Please read and follow the instructions to properly complete this application. Applications must be typed and filled out correctly to be considered for funding. An original and one copy of all materials are welcome earlier, but must be postmarked or received by carrier on or before July 31, 2012 for consideration.

1. Name of University/Veterinary School: _____
Website: _____

2. Address of Headquarters Office: _____

3. Telephone Number: _____ Fax Number: _____

4. Have you previously applied to the Bernice Barbour Foundation for a grant? _____
Were you funded? _____

5. Researcher - Contact Person for the Foundation

Name: _____
Title: _____
Phone Number: _____
E-Mail Address: _____
Address if other than headquarters: _____

6. Management – Department Head or Dean

Name: _____
Title: _____
Phone Number: _____
E-Mail Address: _____
Address if other than headquarters: _____

7. Name of University Foundation (if applicable): _____

8. Foundation Liaison (if applicable)

Name: _____
Title: _____
Phone Number: _____
E-Mail Address: _____
Address if other than headquarters: _____

9. Size of Research Group

Faculty: _____ Staff: _____
Total # of Undergraduate Students: _____ Total # of Graduate Students: _____
Total # of Postdoctoral Students: _____

13. Copy of the Current Projected Budget for the entire research project that funding has been requested.
Please attach as Exhibit 2.

I have completed and reviewed all information contained within this grant application and to the best of my knowledge all information provided is accurate and true.

Name and title of person: _____

Signature: _____ **Date:** _____

Two complete application packets must be postmarked or received by carrier on or before **July 31, 2012**.
Each application packet will **NOT** be considered unless **ALL** of the following are attached:

- _____ Complete grant application with signature
- _____ Descriptive material, publications that support the programs
- _____ Current projected budget for the entire research project

Send application packets to:

Nancy Youtsey
Bernice Barbour Foundation
12230 Forest Hill Boulevard, Suite 110-RR
Wellington, FL 33414