



## ASPCA 2025 Research Grants Essential Checklist

For application submission inquiries/technical difficulties, please contact [grants@aspca.org](mailto:grants@aspca.org)

All eligible, interested organizations are invited to [submit an application](#) for consideration with the following information:

- Basic Organization Details:
  - o Federal Tax ID/Employer Identification Number (EIN)
  - o Organization Contact and Primary Investigator information
- For nonprofit organizations, you will be asked:
  - o If your IRS exemption is current
  - o If you're in good standing with the Secretary of State in the state where you are incorporated.
    - This means that you meet all state-imposed requirements, which may include: filing reports/forms, paying required fees, appointing a registered agent, etc.
    - If you aren't sure, go to your state's Secretary of State's website (or do an online search for: your State, "secretary of state," "business search") and look up your organization.
  - o If your board includes at least 4 Board members
  - o If the majority of your board is independent
    - This means that fewer than half of your Board members can be paid employees and/or family members or close relatives
  - o If your board chair and treasurer are not compensated by the organization
  - o If your charitable registration is current/active in the state of the Grantee's primary location (for grants  $\geq$  \$25,000)
- For Canadian organizations, you will be asked to list:
  - o Any partnerships you have with US-based organizations
  - o Other countries in which your organization has locations
- Amount of grant funding requested (The maximum individual grant amounts for each research area are \$20,000 (Psychological Trauma Research), \$50,000 (Applied Behavior Research), \$50,000 (Access to Veterinary Care Research and Cruelty Research), \$50,000 (Farm Animal Welfare Research), and \$50,000 (Shelter Research). Requests may be made for any amount within the maximum, and applications of any amount will be equally considered.)
- *You will be asked to provide the following as attachments* (your document should include page numbers and be single-spaced in 11- or 12-point font):



- o Brief description of the project leadership team/ key personnel (1 page): provide a list of team members and their credentials, and a brief explanation of why your team is well-positioned to carry out this work.
- o Biosketch, CV, or resume for all key research personnel (no page limit).
- o Project Title: title should specify the planned research activity, target population, and research goal
- o Project description and justification (1500 to 2500 words). Please include:
  - *Background/Significance*: explicitly address how the project meets the criteria of the grant program.
  - *Research question(s)*: clearly-stated research question(s) or aims, including hypotheses and predictions to be tested.
  - *Methods*: description of the planned research methods, including the sample, sample size justification, research design, how ethical oversight will be obtained for human and/or animal research participation (including a plan to obtain owner consent for participation by owned animals), and planned statistical analyses.
  - *Impact*: description of how the results will be used to inform and advance animal welfare in the United States, along with a plan for disseminating the findings and measuring the impact of the research. Please include names of specific conferences, publications, or other outlets you will target in your dissemination efforts. Applicants should address dissemination and impact measurement beyond academic audiences: how will the findings get into the hands of those who can use them to improve animals' lives? How will you know whether they did? Preference will be given to dissemination and impact measurement plans that emphasize relevant applied audiences.
- o Project timeline (1 page): include anticipated start and end dates, major project milestones (e.g., data collection, analysis), and timeline for dissemination of project findings. Proposed project duration should typically be approximately 15 months (18 months for Applied Behavior and Psychological Trauma Grants), but shorter and longer timelines will be considered. The maximum duration is 24 months. Please ensure that project timelines are realistic based on project needs and capacity. While project rigor is of greater importance than timeframe, it is essential that applicants communicate with the ASPCA as soon as any potential impact to the project timeline is anticipated, even if prior to funding decisions.
  - **Note:** Requests for extensions cannot be guaranteed.
- o Budget (use [Budget Template](#)): total amount requested, along with a breakdown of income and expenses for the project if it were to receive the requested funding. If the total project cost is higher than the amount requested, explain how the project will be fully funded. total amount requested, along with a breakdown of income and expenses for the project if it were to receive the requested funding. If the total project cost is higher than the amount requested, explain how the project will be fully funded.



- Note: Proposals that primarily support salaries should include justification of the necessity for grant support for salary costs to meet the research goals (e.g., basis for lack of institutional support such as adjunct status).
  - Note: Indirect costs may be included at a maximum of 15%.
- How you learned about this grant opportunity
- Whether you would like to opt-in to receive research related communications from the ASPCA
- If a grant is received, are there any known stipulations surrounding promotion? Who is the best contact regarding media-related stipulations?