

Human Animal Bond Research Institute (HABRI)

Frequently Asked Questions

1. What is the timeline for the HABRI Request for Proposals (RFP)?
 - a. The 2024 RFP opened for applications on Monday, October 16th 2023, with proposals due on Thursday, February 22nd, 2024 at 11:59pm Eastern.
 - b. HABRI traditionally issues our RFP in October with proposals due in February of the following year.
2. I submitted a proposal for a HABRI grant. When can I expect to hear back?
 - a. The HABRI Scientific Advisory Board reviews applications starting immediately after the submission deadline in February and continues through the Summer. Notifications are issued on a rolling basis as applications progress through the review process. Grant funding notifications are typically issued by mid-August of the same year.
3. Is HABRI funding available to international applicants working outside the United States?
 - a. Yes, international applicants from academic institutions and non-profit organizations are eligible to apply. There are no additional governance requirements in order to meet IRB and IACUC requirements (institutional approvals suffice). All dollar amounts must be expressed in U.S. dollars.
 - b. International applicants must provide evidence that their institution has all necessary approvals and clearances to accept payments from the United States prior to executing any contracts with HABRI.
4. What is the additional funding available through Pet Partners for?
 - a. Pet Partners, the leading therapy animal organization in the United States, has entered its fourth year partnering with HABRI with the mission of improving human health and well-being through the power of the human-animal bond. This partnership allows for additional funding for research to investigate the health, education, and wellness outcomes of animal-assisted interventions (AAI), both for the people and animals involved. Proposals focusing within these broad categories are specifically encouraged:
 - i. Determining best practices for effective AAI. For example, dosage, handler training, treatment protocols, etc.
 - ii. Studies that support the empirical appreciation for how therapy animal welfare can be protected and enhanced
 - iii. The study of AAI in professional environments: AAT, AAE, etc.
 - iv. Investigations focusing on AAI with the non-canine species that are registered with Pet Partners: cats, horses, birds, pigs, llamas & alpacas, rabbits, rats, and guinea pigs
 - v. Studies involving virtual adaptation of AAI and other [animal-related engagement](#) initiatives
 - vi. Cross-cultural experiences of the human-animal bond

enough detail to ensure reviewers, regardless of their field of discipline, can understand the technology and research design.

- b. Please write your proposal submissions with the multi-disciplinary nature of the review board in mind. Proposals that are overly complex or fail to clearly describe the objectives of the study using grounded, tangible descriptions will be viewed as less competitive.
8. Is there a maximum budget for a HABRI grant proposal?
 - a. While there is no budget cap, HABRI awards an average of 5-6 projects each year with project costs averaging approximately \$45,000 per project and an average duration of about 20 months.
9. Does HABRI fund capital projects or programming?
 - a. No, HABRI does not fund capital projects nor does HABRI provide support for programs.
10. I want to conduct a study evaluating the success of an existing program. Will HABRI consider this application for funding?
 - a. Proposals that seek to evaluate the success of a program will be closely scrutinized for replicability, generalizability and potential biases. Applicants are encouraged to craft a proposal that will ensure the Scientific Advisory Board that evaluations of existing programs are justified and will contribute to the field of human-animal bond science.
11. The Principal Investigator (PI) of the proposed project is a full-time faculty member with significant teaching load each semester. Would salary for this PI be an allowable cost?
 - a. HABRI does not pay salary support for PIs, co-investigators or other collaborators (which includes consultants) if they have full-time faculty appointments.
 - b. HABRI does allow post-doctoral fellows applying as the PI to apply for salary support up to 20% of their full-time appointment.
12. My research team has at least 2 projects that could fit the HABRI call for proposals. Can I submit more than one proposal?
 - a. Yes, HABRI allows up to two applications per principal investigator during a single call for proposals. There is no limit to how many times someone can apply as co-PI.
13. I have already received funding from HABRI as a Principal Investigator (PI), co-PI, or otherwise involved in a project funded by HABRI. Am I eligible to apply with a different proposal?
 - a. Yes. Per the proposal guidelines, applicants must disclose whether they have received funding from HABRI in previous years. As stated above, HABRI allows up to two applications per principal investigator during a single call for proposals.
14. Do I have to include preliminary data in my proposal? If so, how much should I include?

- a. Preliminary data will significantly strengthen your proposal. You should include preliminary data that shows your proposed approach is feasible and has potential to be impactful.
 - b. If you lack preliminary data from your own work to place in the *Preliminary Data* subsection of the Study Proposal, one option is to show feasibility through the subsection *Justification, Significance and Literature Review* of the Study Proposal.
 - i. For example, citing external work using original analysis applied directly to your specific aims would be appropriate for the *Justification, Significance and Literature Review* subsection of the Study Proposal.
 - c. When you cite reference data, please remember that reviewers are not required to read any cited work or web pages, so supporting information should be directly included in your proposal.
 - d. There is not an objective measure of when a proposal has enough preliminary data to be sufficient. You are encouraged to provide the amount of preliminary data that would convince the reviewers on the Scientific Advisory Board that your proposed approach is feasible and has potential to be impactful.
15. Is preliminary data limited to the Principal Investigator's past work?
- a. The Principal Investigator should rely on data they have collected, however past work from team members collaborating on the proposal is also acceptable, especially if these collaborators were chosen to round out gaps in the Principal Investigator's expertise.
 - b. Preliminary data that supports the feasibility and potential impact of the proposal, when not collected by the Principal Investigator and team, is only appropriate for the *Justification, Significance and Literature Review* subsection of the Study Proposal.
16. Am I allowed to use acronyms and shorthand in my application?
- a. Applicants are encouraged to make their proposals more readable with acronyms, abbreviations, and shorthand, provided all relevant terminology is properly defined in Section VI – Glossary of Abbreviations and Acronyms. The Scientific Advisory Board is not expected to know acronyms, abbreviations, and shorthand included in the proposal but not defined in Section VI.
17. I want to submit a proposal, but I don't yet have approval from my Institutional Review Board (IRB). Can I still submit my application?
- a. IRB and/or IACUC approval is not required prior to the submission of an application but is required should funding be awarded. Regardless of the status of such approvals, the proposal should describe how human and animal welfare will be assured. Funds will be withheld until proof of IRB/IACUC approval has been provided. Applicants are strongly encouraged to begin the approval process prior to submitting for a HABRI grant.
 - b. Applicants are expected to have IRB/IACUC approval(s) and to have prepared study materials upon the start date of the project. IRB/IACUC approval should therefore not be included in the project's timeline.

18. How do I submit my completed application?

- a. To apply for a HABRI grant, please send an email to submissions@habri.org. Please ensure the subject line of the email and PDF submission are both titled “HABRI 2024 Grant Proposal – Principal Investigator Last Name.”.
- b. For proposals applying for supplemental funding available through Pet Partners, please send an email to submissions@habri.org. Please ensure the subject line of the email and PDF submission are both titled “HABRI/Pet Partners 2024 Grant Proposal – Principal Investigator Last Name.”

19. Can I contact someone at HABRI to talk more about my proposal application?

- a. For additional questions related to drafting and submitting your application, please feel free to contact Matt Cryer at mcryer@habri.org.
 - i. Please **do not** email submissions@habri.org with questions.
- b. To ensure fairness to all applicants, HABRI typically does not discuss the merits or likelihood of funding of individual applications prior to funding announcements.