POLICY

It is the policy of this institution to ensure congruency between the components of all grant applications or contract proposals related to the care and use of animals and the approved IACUC protocol. Obtaining IACUC approval prior to submission of the application for federal funding may prevent delays in the certification process.

NIH will not make an award for research involving live vertebrate animals to an individual unless that individual is affiliated with an organization that accepts responsibility for compliance with the Policy and has filed the necessary assurance with OLAW. The organization and all performance sites must operate in accordance with an approved Animal Welfare Assurance and provide verification that the IACUC has reviewed and approved the IACUC application in accordance with the requirements of the PHS policy.

REQUIREMENTS

The Public Health Service (PHS) Policy, in accordance with, IV.D. 1-3. Applications and proposals (competing and non-competing) for awards submitted to PHS that involve the care and use of animals shall contain the following information:

- identification of the species and approximate number of animals to be used;
- rationale for involving animals, and for the appropriateness of the species and numbers used;
- a complete description of the proposed use of the animals;
- a description of procedures designed to assure that discomfort and injury to animals will be limited to that which is unavoidable in the conduct of scientifically valuable research, and that analgesic, anesthetic, and tranquilizing drugs will be used where indicated and appropriate to minimize discomfort and pain to animals; and
- a description of any euthanasia method to be used.

PROCEDURE

1.0 UNMC

1.1 The Principal Investigator (PI) must submit a request to Sponsored Programs Administration (SPA) to have an IACUC protocol compared to a grant/contract.

1.2 SPA will provide a copy of the grant and the IACUC protocol to the Protocol Assessment Liaison (PAL) or designee to complete the congruency check.

1.3 If there are components of the grant/contract that do not match the approved IACUC protocol PAL/designee will contact the PI to discuss inconsistencies and assist them in submitting the correct information to the IACUC or the funding agency.

   A. The SPA representative should be copied on any correspondence with the PI.

1.4 Certification will be granted by PAL/designee when the components of the protocol and the grant/contract are in agreement, and SPA will link the grant/contract with the corresponding IACUC protocol for access to award funds.

1.5 The signed SPA request form, the PAL certification form, and the IACUC approval letter will be submitted to the SPA representative, and copies filed by PAL/designee in the Protocol Facilitation Office.
2.0 UNO

2.1 The PI must submit the IACUC approval letter to be certified with the corresponding grant/contract accompanied by a signed Statement of Compliance certifying that the research described in the grant/contract application is congruent with the corresponding IACUC approved protocol(s).

2.2 A copy of the IACUC approval letter and the signed PI Statement of Compliance will be filed in the SPR’s grant/contract file.

3.0 SPECIAL CONSIDERATIONS

3.1 Special considerations or exceptions for certification by the institution concerning grant/contract award requirements will include but may not be limited to:

A. Department of Defense (DOD) grants should have a copy of the Animal Care and Use Review Office (ACURO) Animal Use Appendix for Research Involving Animals and an ACURO approval letter from DOD in order to complete a compare at UNMC or to be filed with the PI Statement of Compliance at UNO.

B. Unrestricted grants/contracts may not require specific animal care and use procedures to be described in the grant/contract.

C. Private funding agencies may have different criteria for animal care and use procedures required to certify the compare.

LINKS TO RELATED FORMS, RECORD LOGS, AND SOPS

NIH Notice NOT-OD-10-049 Instructions for Completion and Technical Evaluation of the Vertebrate Animal Section (VAS) in NIH Contract Proposals

Worksheet for Review of Vertebrate Animal Section (VAS)