Submit both a signed hard copy and an electronic copy of this completed form to the Grants and Sponsored Programs Office.

**Please note:** There is also a Field Study form to be used if (a) your work takes place entirely outside, and animals are not brought on campus for more than 24 hours (unless a longer recovery time is needed) prior to being released into the wild, or (b) most of your work takes place outside, but animals may be brought inside for minor surgery and then released again. If the study only uses captive animals, or animals collected from the wild that will not be released, use this **Lab Study** form. If you are unsure which form to use, please contact the Chair of the IACUC committee for guidance.

**PROJECT TITLE:**

**DATE SUBMITTED:**

**PRINCIPAL INVESTIGATOR**

 **Name:**  **Department:**

 **Status: [ ]  Faculty [ ]  Staff [ ]  Student**

 **Phone:**   **E-Mail:**

**Mailing address:**

**FACULTY SUPERVISOR (if applicable)**

 **Name:**   **Department:**

 **Phone:**  **E-Mail:**

**Mailing address:**

**Project start date:**   **Project end date:**

**Project is for (Check all that applies): [ ]  Research [ ]  Teaching** **[ ]  Other (please explain)**

**Project is: [ ]  New Application [ ]  Modification of Existing Protocol #**

**Funding Source:**   **Grant or Contract #:**

**Funding Proposal:**   **Expected Funding**

**Submitted (Date):**   **Notification (Date):**

**Section I: Animal Subjects and Research Location**

**Species Number Age Source Housing Surgery**

 **Location Location**

 **[ ]  Yes [ ]  No** Required collecting or other permits have been obtained.

If yes, give relevant permit numbers below; if no, please explain.

**Section II: Project Description**

A) In 250 words or less, using non-technical language, provide an overview of the project. Include species tested, number of animals, and the experimental hypothesis.

B) Description of the experimental design.

(1) Experimental procedure (experimental conditions, manipulations and treatments, chronological series of events, data to be collected).

(2) Data analysis and evaluation of hypotheses.

C) Anticipated benefits from this research or teaching project.

**Section III: Justification for use of Animals**

A) Explain why animals are required for this project. What alternatives have been considered and why are they unsuitable? What steps have been taken to reduce the usage of animals in the project (e.g., using cell culture, computer simulation or non-living models; minimizing lethality of procedures)?

1. Explain why the proposed species is the most appropriate.

1. Justify the number of animals to be used.

D) Provide a description of the literature search performed (sources consulted and key words or other search strategy, inclusive dates of the search) to verify that the proposed animal research activities do not duplicate previous experiments unnecessarily. If research duplicates previous work, provide justification for so doing.

**Section IV: Discomfort, Distress, Pain or Injury to Subjects**

A) Will procedure cause discomfort, distress, pain, or injury to subjects?

 **[ ]  Yes [ ]  No**

B) If yes, describe the discomfort, distress, pain, or injury subjects will experience and answer the items below. If no, proceed to Section V.

C) Explain why the discomfort, distress, pain, or injury described above is unavoidable in the conduct of scientifically sound research. This explanation must include discussion of whether or not alternatives to each procedure causing pain or distress are available, and a rationale for not using such alternatives if they exist. This narrative must include a list of the databases or other sources, including search dates, keywords and/or search strategy used.

D) Describe the procedures to be used to minimize discomfort, distress, pain, and injury consistent with the conduct of scientifically sound research. Include the name of drug(s), dosage, and route of administration.

E) If procedures include surgery, complete the following:

 Will animals be allowed to regain consciousness? **[ ]  Yes [ ]  No**

Will surgery be performed under aseptic conditions? **[ ]  Yes [ ]  No**

 Who will maintain surgical and post-surgical records?

 Who will provide and/or monitor post surgical care?

**Section V: Disposition of Animals at End of Project**

A) Identify and describe the planned endpoint for the experiment as well as other potential endpoints should the animal become diseased.

B) If animals are to be euthanized, describe method (include name of drug, dosage, and route of administration.) Present a scientific justification for the chosen method. Describe the carcass disposal procedure.

C) If animals will not be euthanized, specify final disposition.

**Section VI: Training**

Investigator certifies that the following individuals using the animals have successfully completed the appropriate on-line training modules. All animal users must complete ‘Working with the IACUC.’ The users must also complete the applicable module from CITI.org for the species; if modules are not available, certify that the user is (1) familiar with the behavioral and physiological characteristics of the species to be used; (2) aware of the requirements for humane care and methods used to prevent suffering or pain.

**Name Position Description of Training Date trained**

**Section VII: Occupational Health and Safety of Personnel**

Please check each box to certify that ALL personnel have been trained or are aware of each of the following:

Yes N/A

**[ ]  [ ]  Personnel hygiene procedures (work clothing, eating/drinking policies)**

**[ ]  [ ]  Personnel protection procedures (shower/change facilities, injury prevention,**

 **lab coats, eye, inhalation and hand protection)**

**[ ]  [ ]  Procedures for use, storage, clean-up and disposal of hazardous biological,**

 **chemical and physical agents**

**[ ]  [ ]  Hazard identification (including pregnancy/illness/immuno-suppression**

 **Precautions; dangerous/venomous animal encounters) and zoonoses (zoonoses hazards can be downloaded from the**

 **IACUC website for review)**

**[ ]  [ ]  Required lab specific immunizations**

**Section VIII: Certification**

I certify that the information given in response to the questions above is accurate.

I agree to conform to all federal and state laws, guidelines, and all institutional policies and procedures concerning the care and use of animals.

I agree to notify the Institutional Animal Care and Use Committee IN WRITING of any changes in the proposed project, personnel, number of animals, or the type of animals prior to proceeding with ANY further animal use.

If I use the project described in this application as a basis for a proposal for funding (intramural or extramural), I agree to ensure that the description of animal use in such a funding proposal is the same as that contained in this application. If the funding proposal deviates significantly from the work described herein, I will submit a revised application to the Institutional Animal Care and Use Committee which describes the differences.

I agree to provide to the IACUC, by February 1st of each year, an annual report itemizing the animals used in each of my approved protocols.

I agree to notify the IACUC, in writing, if animals purchased for this protocol are transferred to another investigator for use in a different protocol.

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Signature of Principal Investigator Date

**Committee Approval**

The Committee has reviewed this protocol and it has been:

**[ ]  Approved [ ]  Returned for Revision [ ]  Denied**

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Signature of Chairperson, APSU IACUC Date

**NOTE**: This project may not be conducted until Committee Approval has been obtained.

Revised 12/2006