

Important Update



Office of Research Administration

February 2008

Purchasing Animals on Sponsored Projects

The purpose of this *Important Update* is to inform the University community of a new process for charging animals to sponsored projects. Effective immediately, the Yale Animal Resource Center (YARC) will check to make certain that all animal purchases are made on appropriately linked protocols and sponsored projects. This new process is designed to assure the University's compliance with federal regulations. Accordingly, Principal Investigators (PI) at the School of Medicine will be able to determine in advance which protocols are linked to their sponsored project(s) by having their business manager access Animal Protocol Inquiry in the Business Management System. PI's on central campus can ask their business manager to contact the IACUC office to determine if their sponsored projects are appropriately linked to an approved protocol(s).

YARC Validation Processes

When YARC receives a request to purchase vertebrate animals, it will perform the following checks regardless of the source of the sponsored project funds-

Step 1: Check the sponsored project award provided to YARC by the department.

The award indicated must be current. If so, YARC will:

Step 2: Check the protocol number(s).

The protocol must have been approved and be coterminous or overlap with the award period. If so, YARC will:

Step 3: Check the protocol number(s) associated with the sponsored project award.

The protocol number(s) and award must be linked; that is, the protocol must have been approved by the IACUC and determined to be congruent by the IACUC with the sponsored project.

For purchase requests that fail this final validation step, YARC will provide the PI and the requestor if, other than the PI, with all protocol numbers that appear to be valid and congruent. The PI will be responsible for identifying the appropriate congruent protocol/award combination in order for the purchase request to be processed, keeping in mind that the animals ordered under an approved protocol must be used for the approved procedures described in the protocol.

Questions regarding congruency should be directed to Ken Greenquist in the IACUC office at 737-2306; questions regarding purchases should be directed to YARC at 785-2526.

What is Protocol/Award Congruence and why is it necessary?

The August-September 2007 edition of the Office of Research Administration Newsletter described the requirement for linking an animal protocol(s) to a sponsored project proposal as well as the requirement for charging animals to a sponsored project based on that linkage. The article stated, "Prior to award the Principal Investigator must submit a copy of the proposal to the IACUC along with an indication of the protocol(s) to be linked to the award. For NIH awards this action would occur at the Just-in-Time stage."

The origin of this requirement is the NIH *Grants Policy Statement* which states, “NIH **will not make an award** for research involving live vertebrate animals unless the applicant organization and all performance sites are operating in accordance with an approved Animal Welfare Assurance and **provide verification that the IACUC has reviewed and approved those sections of the application that involve use of vertebrate animals**, in accordance with the requirements of the Policy...Regardless of when the review occurs, **the IACUC should ensure that the research described in the application is consistent with any corresponding protocols reviewed and approved by the IACUC**. If an application is selected for award and the verification of IACUC review has not been submitted, the awarding office will contact the organization with instructions for negotiating an assurance or submitting the IACUC verification.”

To review the entire August-September 2007 ORA Newsletter article, please click [here](#).

Alice A. Tangredi-Hannon
University Research Compliance Officer