



BIOMATERIALS AT THE WILDLIFE CONSERVATION SOCIETY

Introduction

The Wildlife Conservation Society holds over 15,000 animals representing 1,300 species in its Living Institutions collections, including the Bronx Zoo, Zoos at Central Park, Queens and Prospect Park and the New York Aquarium. In its efforts to save wildlife and wild places, WCS appreciates the value these animals have to researchers in the scientific and conservation community and wishes to facilitate the transfer of Biomaterials to WCS-approved research projects.

Biomaterials may be defined as any organic part of an animal, including blood and other tissue samples, skeletal material including skulls, feathers, hair, as well as urine, saliva, and fecal material, etc. Biomaterials are generally collected on an opportunistic basis during routine management procedures.

Listed on the following pages are the Biomaterials Application Instructions and sent as an attachment is the Biomaterials Transfer Agreement. If you are interested in receiving Biomaterials from the WCS please do the following:

1. Send your completed Biomaterials Application electronically to the Biomaterials Chairperson whose contact information is listed below.
2. Read and sign the Biomaterials Transfer Agreement (separate attachment). Then send the original signed Transfer Agreement and an original hardcopy of your application materials to the Biomaterials Chairperson.

These materials will be reviewed by the WCS Biomaterials Committee and the WCS Animal Management Committee, the latter of which will grant final approval for the collection and distribution of the requested biomaterials.

Wildlife Conservation Society Biomaterials Application Instructions

Requests for Biomaterials should include:

1. Completion of the following table (expand the table as necessary to provide complete information)

Name of PI (and advisor if PI is a student)					
Request Title					
Organization					
Address of Applicant					
Phone					
Email					
Common Name	Scientific Name	Tissue	Tissue Volume	Sample container	Handling (e.g. fresh, frozen (-70C))
Are permits required? You will need to list these permits below and provide proof that you have received approval for and possess the appropriate permits prior to final request approval and tissue collection.		Y	N	Not applicable	
Have Institutional Animal Care and Use Committee (IACUC) requirements been fulfilled to the satisfaction of your institution?		Y	N	Not applicable	
WCS IACUC application and approval must also be granted prior to approval of biomaterials requests involving samples of an invasive nature that are not part of a routine procedure.					

2. A letter of intent on institutional letterhead to be signed by the primary investigator. In the event the primary investigator is a student, the letter should also be signed by an institutional representative/advisor.

The letter should include the following:

- Objectives of the study and its scientific and/or conservation merit with summary of the research to be completed
- Method of analysis
- Feasibility of the study, e.g. expertise of investigators, timeframe for completion of the study, other available sources of material
- Indication of the earliest and latest dates for acceptance of samples (if no dates are indicated, the request will become invalid 18 months from first receipt of request)
- 2 page curriculum vitae from primary investigator. In the event the primary investigator is a student, a curriculum vitae should also be included from an institutional representative.
- Specific information regarding the Biomaterial(s) being requested.
 - Common and scientific name of taxon/taxa requested
 - Sex and age of animal requested, if important to study
 - Minimum number of individuals and minimum number of samples accepted
 - Alternative sources of material, if applicable
 - Detailed instructions related to sample collection and shipping including
 - sample to be collected and volume of sample
 - collection interval in case of multiple sample collections
 - sample collection site (if relevant)
 - batch shipment versus shipment after collection of individual samples
 - Sample/storage container type (to be provided by the requestor) and handling requirements (e.g. freeze -70C, refrigerate, room temp)
 - Information required to accompany sample (e.g. age, birth type (wild born or captive bred), sex)
 - A description of the final Disposition of the Biomaterials when the study is completed (e.g. incinerated, deposited in a curated collection)

3. It is recommended that you contact the SSP Coordinator to discuss your request for Biomaterials.

4. All necessary paperwork, including proof of permits and IACUC (as applicable), will need to be provided prior to final consideration of your Biomaterials request.

5. Upon approval of your application, you will need to provide an express courier account number or prepaid labels for sample shipping and appropriate containers for sample collection and storage to the Biomaterials Chairperson whose name and address are listed below. We will need to have received this information and these materials prior to initiation of sample collection.

After reviewing your completed application materials (including proof of permits and IACUC as needed), you will be informed as to whether your request has been approved or denied. If approved, you will subsequently receive contact information for WCS staff who will be directly

involved in the collection and shipping of biomaterials. These staff members can then be contacted directly to assist in the completion of collection of the requested biomaterials.

Please submit an electronic copy of your completed application materials (including a scanned WCS Release Agreement if possible) to the Biomaterials Chairperson (email listed below). Please also send a signed hardcopy of the WCS Release Agreement to:

Dr. D. McAloose
Wildlife Health Sciences
Chair, Biomaterials Committee
Wildlife Conservation Society
2300 Southern Boulevard
Bronx ,NY 10460
Phone: (718) 220-705
Fax: (718) 220-7126
Email: dmcaloose@wcs.org
Cc: pwalsh@wcs.org
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