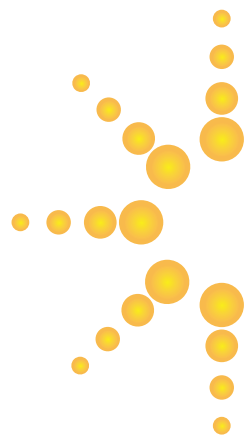


# **Shared Instrumentation Grant (S10): How to Acquire this Grant and Move Forward with Your Research**

**Presented by: Timothy Bushnell, PhD**



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Best Regards,

**Leslie Norins**

Publisher

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## Success in the S10 program

Timothy Bushnell Ph.D.

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## Funding Instrument Acquisition

- NCRR offers two programs
  - S10 program (\$100-600,000)
  - High End program (>\$750,00)
- For the acquisition of a single instrument or integrated system
- *“The grantee institution must meet costs for maintenance, service contracts, and technical support. Awards are for one year only and are not renewable.”*

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## What the S10 won't support

- Development of new instruments
- General purpose/instructional
- Clinical care instruments
- Instruments under <\$100K

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### Who can submit an S10?

- Must have a minimum of 3 NIH-funded investigators
  - P01, R01, U01, R35, R37 DPI and DP2
- The PI of the grant does not have to be NIH-funded
  - Director of core facility

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### Overview of Major Elements of the S10

- Project summary
  - Brief summary of the project
  - Focused on health related goals of the project
  - Short (30 lines), focused for scientifically literate
- Project narrative
  - Short (2-3 sentences) summary of work
  - Focused on relevance to public health
  - Written for lay individuals
- Bibliography/references cites
  - Focused on papers by major authors showing use of proposed instrument

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### Overview of Major Elements of the S10

- Equipment
  - Describes the instrument requested
  - Include description of accessories requested
  - Detailed vendor quote
  - Address of biosafety considerations

- Instrument plan

– Justification of needs	6 page limit
– Research plans	
– Summary tables	6 page limit
– Technical expertise	6 page limit
– Organization/management plan	6 page limit
– Institutional commitment	6 page limit
– Overall benefit	

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### Overview of Major Elements of the S10

- Senior Persons
  - All major users
  - All key technical personal
- Current and pending support
  - S10 does not require just-in-time so other support is included for major users and key personal

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### Equipment (section 10)

- Be specific in description
  - Model and brand
  - Don't copy vendor descriptions
- Justify the brand and model
  - Why is one instrument better suited to the proposed work
- Describe any requested components/accessories
  - Indicate which investigators need each component
  - 'Need' 3 investigators for each accessory
- Address/identify biohazard issues
  - Letter from biosafety officer/committee
  - Appended in 'Other Attachments'

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### Instrument Plan (section 11) Justification of Need

- 6 Page limit to describe the instrument need
- Describe the instrument (again)
- Provide inventory of similar instruments within area
  - If identical instrument in area, justify why it is not accessible
  - Get letter supporting position
- Define current usage of existing instruments
  - Hours and percent of use
  - Define capacity
- Biosafety concerns
- Location of instrumentation
  - Within existing core facility is strongest

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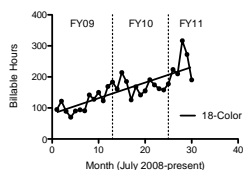
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### Justification of Need Additional Equipment

- Graphs showing usage trends
- Track over several years
- Explain steps to expand available time
  - Longer hours
  - Split shifts
- Explain other similar instruments at institution



**Figure 1:** Monthly billable hours from July 2008 to present showing need for additional instrumentation

### Justification of Need New Technology

- Study sections tend to shy away from funding too many instruments without proven track records
- Have to have **STRONG** justification of need
- Demonstrated use of instrument
  - Data from instrument valuable
- Highlight how it advances research over current technology

### Recruiting Major Users

- Minimum of 3 investigators
  - P01, R01, U01, R35, R37 DPI and DP2
  - Grants must be active through time award issued
  - Major users must account 75% of time
- 8-10 is stronger
- 6 pages max for each major user
- Minor users supplement major users
  - 6 pages total for minor users
- Identify new users/young investigators who would benefit from instrument acquisition

## Major User Projects

- Science is not major issue
  - All are from funded NIH projects
  - Emphasis on appropriateness of requested instrument
  - Describe applications in detail to demonstrate competence
- How instrument will benefit investigators
  - Be specific in benefit to investigators
  - Show data using instrument
- Highlight each component requested by each major user

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## Major Users

- Review submitted material from major users
- Highlight the need for accessories
  - Will also summarize in tables
- Emphasize unique applications using instrument
- Suggested format
  - Summary paragraph of PIs research interests
  - Highlight specific needs of instrument
  - How instrument speeds up, extends, advances research

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## Minor Users

- Researchers not fitting major user definition
- 6 pages maximum
- Useful to highlight early stage investigators
- No more than a paragraph or so for each indicating how the instrument impacts research

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## Summary Tables

- Two required tables
  - Summarize major users
  - Summarize accessories
- Six pages max for this section
- If have room, summarizing minor users is good
- Highlight young NIH investigators

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## Major Users Table

- Required information
  - PI
  - Summary of grant
  - NIH grant number impacted
  - Estimated percent usage of new instrument

Project #	PI	Project Title	NIH Grant(s) Impacted	Percent Use
1	Alex Siddig	Understanding immune response in patients with conjunctivitis	R01 AI563 589	15%
2	Gates McFadden	Hematopoietic interactions in B cell depleted patients with AML	R01 DK0587588 R01 AI23456	10%
3	Diana Muldaur	T cell subset response after immunization	R01 CA654321	10%
4	Robert Picardo	Development of novel expression vectors	R01 HL987654 R01 DE547896	10%

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## Accessory Table

- Components and accessories requested
- At least ½ of users should need option
- Be specific as possible

PI	Widget 1	Widget 2	Doodad 3	Doodad 4
Alex Siddig	X		X	
Gates McFadden		X	X	X
Diana Muldaur	X	X	X	X
Robert Picardo				X
Minor Users	X	X	X	

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### Technical Expertise

- Experience of personnel who overseeing instrument
  - Specific info
  - Specialized training
  - Specialized experience
- Ensure adequate time for personnel to support new instrument
- Summarize in table

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### Technical Expertise Tables

Staff Member	Normal Hours	Major Responsibilities	Specialized training
Bruce Boxleitner, Ph.D.	9:00 – 17:00	Overall Director	National widget course 2007 Instructor, widget course, 2008, 2009
Claudia Christenson	9:00-17:00	Instrument Operator, training of new users	National Widget course 2008
Richard Briggs	12:00-20:00	Instrument Operator, facility webmaster	National Widget course 2008
Jerry Doyle	9:00-17:00	Instrument Operator, instrument QC	National Widget course 2009

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### Organizational/Management Plan

- Demonstrate well thought-out plan for operation of instrument
  - Advisory committee
  - Training of new users
  - Outreach to recruit new users
  - Financial plans
  - Managing access with investigators using human subjects, animals, infectious material

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## Oversight Committee

- Designed to set policies for access to instrument, costs, etc.
- Mixture of investigators
- Include investigators without vested interest in instrument (not Major User)
- Indicate meeting frequency
- For new technology, recruiting external expert a plus

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## Data Management

- Many new instruments generate lots of data
- A cohesive plan to manage the data is a positive (but not required)
- Data archiving is a positive
- Have institutional IT support a plus

"Daily incremental backups of all data generated on the UFI instruments are automatically written to a protected share on this server using commercially available software. This server is also backed up by a robust tape backup system that ensures that all data written to the server is written up onto tape, with tapes being retired, and stored at a remote, off-site location, on a quarterly basis, ensuring that data files are archived and protected against possible local loss."

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## Training and Outreach

- Long-term support of instruments requires new users
- Getting the most out of new instruments requires robust training
- Detail how to train users and to recruit new ones
  - Lecture series
  - On-line training
  - Technical support/consultation

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## Instrument Access

- How will instrument access be regulated?
- Who decides priority for access?

*Additionally, the UFI manages booking of instrument time via an on-line calendar system, that all users must have a unique id to access. This prevents those without training from reserving the instruments, while allowing UFI staff to monitor and support new investigators as they become more facile and independent on the instruments. Instrumentation sign-up is on a first-come, first-serve basis via our calendar system, based on the UReserve Gold software package (Microburst Technologies).*

## Financial Management

- Discuss cost-recovery and how rates are set
- How are bills generated and billing frequency
- Project detailed revenue for next fiscal year
- 3-5 year projections indicate long-term commitment
- Define all estimates and projected usage change
- Maintain compliance with NIH guidelines and good accounting practices

## Current FY Budget

Revenue FY 2009			
	FY 2009 Est. Hrs	FY 2009 Rates	Total
<b>Low end (&lt;8 colors)</b> FACSCalibur, FACSCanto-II	1,950	\$35/hr	\$68,250
<b>Mid-range (9-12 colors)</b> LSR-II (2)	2,250	\$42/hr	\$117,600
<b>High-end (&gt;12 colors)</b> LSR-II	1200 <sup>1</sup>	\$50/hr	\$60,000
Imaging Cytometry	600	\$50/hr	\$30,000
Cell Sorting	1,300	\$90/hr	\$117,000
Institutional Subsidy			\$54,900
<b>TOTAL</b>			<b>\$447,750</b>
Expenses FY 2009			
			Total
Personnel Costs			\$248,700
Service Contracts			\$144,550
Reagents and supplies			\$50,000
Training Costs			\$4,500
<b>TOTAL</b>			<b>\$447,750</b>

1. Billable time for the 18-color instrument will reach over 125 hours a month (1500 hrs a year) by the summer of 2009, as shown in figure 2.

## Detailed FY+1 Budget

Revenue FY 2010			
	FY 2010 Est. Hrs	FY 2010 Rates <sup>1</sup>	Total
<b>Low end (&lt;8 colors)</b> FACSCalibur; FACSCanto-II	1,950	\$33/hr	\$64,838
<b>Mid-range (9-12 colors)</b> LSR-II (2)	2,800	\$40/hr	\$111,720
<b>High-end (&gt;12 colors)</b> LSR-II	1,500	\$48/hr	\$72,000
Imaging Cytometry	750	\$48/hr	\$35,625
Cell Sorting	2,000	\$86/hr	\$172,000
Institutional Subsidy			\$30,578
<b>TOTAL</b>			<b>\$486,761</b>
Expenses FY 2010			
			Total
Personnel Costs <sup>2</sup>			\$256,161
Service Contracts			\$166,750
Reagents and supplies <sup>3</sup>			\$59,125
Training Costs <sup>3</sup>			\$4,725
<b>TOTAL</b>			<b>\$486,761</b>

1. Includes an approximate 5% rate reduction in FY 2010  
 2. Include a 3% annual salary increase  
 3. Include estimated 5% annual increase based on vendor pricing

## Institutional Commitment

- Must show institutional commitment to the instrument acquisition
- Prior support shows historical trends
  - doesn't count for future instrument
  - Summarize in table with dollar amounts
- Space for instrument is expected
  - Renovations for space good support
  - Be specific on costs for renovations
- Staffing support
- Service contract support
- Institutional subsidy

## Institutional Support

- Letters from senior administration
- Specific dollar amount indicated
- Support of service contract
- Support for new users
- Budget (management plan) shows subsidy support

## Institutional Commitment

Should you receive this grant, space has already identified for the location of this new instrument, and the necessary renovations (estimated to be approximately \$50,000), will be performed to house this instrument. This space will be contiguous with the recently renovated space: \_\_\_\_\_

We will also ensure that you have the necessary support from the appropriate staff in the Dean's office to supervise and manage all administrative aspects of the Flow Core. Finally, the institution will be responsible for ensuring that the necessary technical staff is available to operate and maintain the instrument.

Finally, we will commit to providing funds to support the free use of this new instrumentation by newly hired faculty: \_\_\_\_\_

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## Overall Institutional Benefit Areas to address

- Impact on current NIH-funded research
  - How does proposed instrument impact current research programs
- Institution's long-range goals
- Recruiting new investigators
  - Don't neglect retaining current investigators
- Training of young scientists

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## Summary - I

- Follow specific structure as dictated by program announcement
- Justify the instrument
  - Make sure quoted instrument components needed
- Use tables and graphics to illustrate and summarize important points
- Major users should be succulent
  - Highlight expertise in use
  - Highlight how new instrument enhance research
  - Highlight needed accessories

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## Summary - II

- Present a strong management plan
  - Technical expertise
  - Training and recruiting new users
  - Sound financial planning essential
- Institutional support critical
  - Institution must be receptive and supportive of new instrument
- Don't neglect biosafety

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## Future of the S10 Program?

- NIH proposed realignment to form the new Translational Medicine and Therapeutics (TMAT) requiring the contraction of another NIH center
- NCRP programs are being realigned. The proposed 'straw model' is located at: <http://feedback.nih.gov/index.php/ncats/straw-model/>
- NIH is soliciting comments on the proposed alignments
- Let your voice be heard

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## January Draft of NCRP Reorganization

NCRP Task Force Straw Model				January 2011 Draft	
NCATS	NIGMS	NIBIB	NIMHD	Interim Infrastructure Unit	Not Yet Assigned
CTSA's				National Primate Research Centers	
				Chimpanzee	
				Interim Infrastructure Unit	
				Model Resources	
	Other Disease Model Resources				
	Beam Line and Mass Spect P41s	Imaging P41s		Remaining P41s	
	Shared and High-End Instrumentation				
				Biomedical Tech Other (R01, R21, BIRN, etc.)	
			RCMI		
				IDEA	
				SEPA	
				Extramural Construction	
					NCRP OD Not Yet Assigned

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Organization: \_\_\_\_\_ Email: \_\_\_\_\_

Tell us about your role at your organization: \_\_\_\_\_

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\_\_\_\_\_




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Address: \_\_\_\_\_

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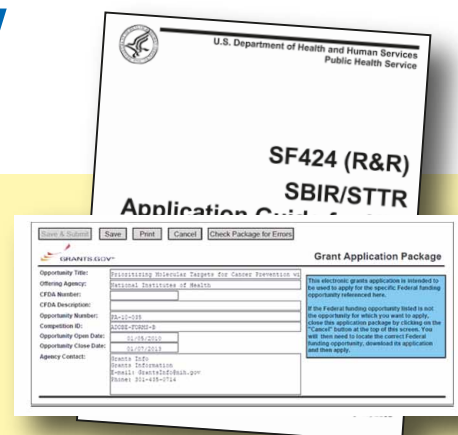
**PART 2:** April 20, 2011 ~ 1:00 PM EST  
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**PART 3:** May 19, 2011 ~ 1:00 PM EST  
SBIR Strategies: Academic Partners and University Consultants

**PART 4:** June 21, 2011 ~ 1:00 PM EST  
SBIR and Intellectual Property

**PART 5:** July 20, 2011 ~ 1:00 PM EST  
Beyond SBIR: STTR and Academic Opportunities

**PART 6:** August 2, 2011 ~ 2:00 PM EST  
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