

## Shared Instrumentation Grant Program (S10) PAR-13-008

<http://grants.nih.gov/grants/guide/pa-files/PAR-13-008.html>

### REQUIRED PROCESS FOR SUBMITTING NIH SIG S10 PROPOSALS

Applicant organizations may submit more than one application, provided that each application is scientifically distinct. Thus, **this is a limited submission initiative at NU** and there is an internal vetting process for this program. Faculty interested in submitting a proposal to NIH are required to follow the instructions below. No proposal will be submitted by OSR that has not followed these procedures.

#### PROGRAM SYNOPSIS

Shared Instrument Grant ([SIG](#)) program encourages applications from groups of NIH-supported investigators to purchase or upgrade a single item of expensive, specialized, commercially available instrumentation or an integrated system that costs at least \$100,000. The maximum award is \$600,000. Types of instruments supported include, but are not limited to, confocal and electron microscopes, biomedical imagers, mass spectrometers, DNA sequencers, biosensors, cell-sorters, X-ray diffraction systems, and Nuclear Magnetic Resonance (NMR) spectrometers, among others.

For eligibility, a major user group of three or more investigators who are Program Director(s)/Principal Investigator(s) on active NIH research grants with the following activity codes, P01, R01, U01, R35, R37, DPI and DP2 must be identified. Once this eligibility requirement has been met, additional users with other types of active NIH research grants (such as but not limited to R03, R21, R55, P30, P41, P50) mechanisms can be added as major or minor users. NIH training grants and contracts are not eligible. To demonstrate the clear need for the requested instrumentation, the projects supported by NIH research grants should together require at least 75 percent of instrument time. The major user group should require at least 35 percent of total usage time.

#### IMPORTANT DATES

- January 31, 2013: Internal letters of intent due from PIs
- February 15, 2013: Internal approval notifications sent to PIs
- March 21, 2013: NIH deadline, Full proposal upload into grants.gov

#### REQUIRED INTERNAL LETTER OF INTENT (LOI)

Required information for the internal letter of intent:

1. Principal Investigator (PI) Name
2. Instrument name and description
3. Description and availability of similar instruments at NU

4. Justification of need
5. List of major users
6. Indicate whether the instrument is imaging-related or not
7. Indication of whether the instrument will be housed in a core/shared facility
8. If answered yes to 7: indication of which core/share facility it will be housed in, and MUST provide a letter from the core director

### **INTERNAL REVIEW PROCESS**

LOIs should be sent electronically to the Director of Core Facilities (contact information below) by January 31. Imaging-related proposals will be vetted by the Imaging Advisory Committee, but all decisions will be made by the Director of Core Facilities. PIs will be notified of decisions no later than February 15. The Director of Core Facilities will notify ORD and OSR of approved proposals no later than February 20.

### **COST SHARING PROCESS**

The Cost Share Officer will contact all PIs who have received permission to proceed to determine whether they will be asking for a letter of institutional support and/or a letter describing cost sharing. The Cost Share Officer will assist PIs in obtaining the letter(s). It is recommended that PIs start this process well in advance of the proposal due date to ensure that it can be completed in time. Requests less than one week in advance of the deadline cannot be guaranteed.

### **CONTACT INFORMATION**

- Philip Hockberger, OR Director of Core Facilities, [p-hockberger@northwestern.edu](mailto:p-hockberger@northwestern.edu), 7-1509
- Fruma Yehiely, ORD Director, [yehiely@northwestern.edu](mailto:yehiely@northwestern.edu), 1-1074 or 3-4134
- Kelly Morrison, OSR Cost Share Officer, [kellym@northwestern.edu](mailto:kellym@northwestern.edu), 7-3283