OHSU Emerging Technology Fund Request for Applications

Aim: The goal of this Emerging Technology Fund (ETF) program is to provide funds for OHSU faculty to purchase equipment or technology needed to conduct state-of-the-art research. Examples could include instrumentation previously unavailable at OHSU, as well as the replacement of equipment that has become obsolete due to technical advances. Funds may be awarded to a group of investigators; a department, center, or institute or a university core facility. A requirement for successful funding will be a sound financial plan that ensures that major infrastructure elements, including space and personnel, would be provided from other sources for a minimum of 5 years.

Rationale: The purpose of this program is to support emerging science by funding high-end instruments or technologies that will substantially advance OHSU research or keep it at the forefront of a particular research area. It is designed to support equipment that has few other mechanisms of support other than private philanthropy, and thus the minimum total cost of the equipment must be $400,000 or above (including necessary accessories).

FAQs

How many awards will be made in FY2015? Funding is available for one award in FY2015. The fund size for FY2015 is $500,000; applications must request a minimum of $400,000. Total costs should include acquisition and expected costs of installation to make the equipment functional.

How are applications reviewed? The ETF will be awarded through a competitive, peer-reviewed application process. Applications should emphasize why the emerging technology is critical to research at OHSU (see detailed instructions below). Applications will be submitted to the Office of the Senior Vice President for Research and reviewed by the OHSU Research Oversight Committee. Additional consultation with the University Shared Resources Program will be obtained as needed. Input from outside experts (e.g. OTRADI, ONAMI) with significant expertise in the new technology under consideration may be sought. The program will be reviewed annually by the OHSU Research Oversight Committee and the Office of the Senior Vice President for Research to determine whether benchmarks such as significant publications, new grants, and collaborations have resulted from the new technologies.

What if I need instrumentation that costs less than $400,000?
The S10 mechanism is designed for equipment costing less than $500,000. Many scientists require such technologies, and institutional resources exist to help investigators apply for S10s. Sue Aicher (aichers@ohsu.edu) is available to advise interested investigators about this grant mechanism. Equipment may also be requested through the normal capital budget process—e.g., working through your departments/units or through the Senior Vice President for Research Office if the equipment is for a University Shared Resource.

Can I group projects together to meet the $400,000 threshold?
Grouping less expensive instrumentation will not be seen as responsive.

Due date and other key dates:

- **Short letter of interest due September 15, 2014 (to help with reviewer recruitment).**

- **Applications due September 30, 2014.**

- Review will occur in October 2014, with award notification by November 1, 2014.

- Equipment must be purchased by April 30, 2015.

- Equipment must be received by June 30, 2015.

Eligibility: Any OHSU faculty member may apply.

Funding Criteria:

- Funds are for equipment/technologies and their installation only.

- Applicants must include a detailed plan for the development and financial support of the infrastructure necessary to sustain the operation of the equipment and make it available to OHSU investigators. Note, however, that you are not required to place this instrument in a core.

- The program must serve major funded research programs (for example, P grants) or multiple (4 or more) federally (IDC-generating) funded investigators, but it should also potentially be available across OHSU. An annual progress report will be required.

- Documented support by potential users of the technology will be reviewed favorably.

OHSU Emerging Technology Fund Application for FY 2015

Letter of Interest:

Please submit a short letter of interest to Research Funding & Development Services (funding@ohsu.edu) by **September 15, 2014**. This letter will help develop the right review team. Your letter should state

- What kind of technology or equipment you are requesting
- The overall need for the technology/equipment
- The major users or user groups
- Names of individuals or organizations that could assist in review for determining the suitability and appropriateness of the equipment or technology being requested.

Application:

Applications are due October 1, 2014 to funding@ohsu.edu.

Questions regarding the application process may be sent to funding@ohsu.edu; you may also call Rachel Dresbeck at 4-3124.

Outline your application using the following headings. Applications should be no longer than 5 pages, including the budget justification. Format instructions are as follows:

- Font & Margins: Arial 11, 0.5" margins all around (top, bottom, left, right)
- The application should be single-spaced
- Pages must be consecutively numbered, beginning with Applicant Information page and including references (reference pages will not count against the page limits)

A. **Applicant Information (top of page 1)**

> Principal Investigator: include degree, title, department, division, contact information, including OHSU address (with mailcode), email address, and phone number.
> Department Chair or Director: include name, title
> Project Title
> Summary of project: 2-3 sentences describing the equipment and what it will be used for.

B. **Need for Emerging Technology Funds (continuing on page 1)**

Explain the need for these funds.

- Describe the critical scientific need being targeted.
- Please survey existing equipment at OHSU, explain the gap that the proposed instrument would fill, and describe the improvement gained by the proposed purchase.
    - o Describe how the equipment or particular technology advances a unique or emerging research strength.
    - o Address the role the equipment would play to reduce specific research obstacles.
- Describe the details of the equipment (model, manufacturer) and justify the selection.
- Explain why the PI is well qualified to use this technology.

This detailed description should be explicitly linked to ongoing or emerging research at OHSU that would specifically benefit from this equipment/technology.

Explain who will benefit:

- Who are the major existing user groups? (Current and pending users will be listed in tables below; these tables do not count against page limits).
- How will you make the technology available to the broad OHSU scientific community?
- If similar equipment exists at OHSU already, document current usage, downtime, and other

impediments to use.

Note: References may be included—they will not be counted against the page limitations. Recognize that many of the reviewers (although experienced investigators) may not be familiar with the details of your field, so write accordingly.

C. **Space and Infrastructure Impacts and Sustainability Plan**
   Write a detailed plan for the development and financial support of the infrastructure necessary to sustain the operation of the equipment and make it widely available to OHSU investigators

   - Personnel: describe expertise needed for set up, operations and maintenance of equipment; address hiring needs if necessary.
   - Administration: describe existing administration infrastructure needed or already in place.
   - Space and infrastructure: describe where the instrument will be housed. Is there space already identified? Does it require IT resources currently not in place? Note any other infrastructural requirements—e.g., biosafety considerations or major space renovations. Be sure to estimate and justify the costs of these changes in the budget justification and budget template.
   - Use of equipment: outline process of determining requests for use among major and minor users.
   - Training: describe plans for training users.

D. **Budget justification**
   - Itemize and justify all costs for this equipment and accessories, including duties, acquisition, set-up fees, installation, space changes, IT requirements, service contracts, or other essential items. If you need help estimating costs for any electrical, plumbing, environmental, or any other space changes required to make the equipment functional, please contact funding@ohsu.edu, and we will work with you to get this information.
   - Note any required infrastructure costs to manage biohazards.
   - Include an itemized vendor quote (see below; not counted in page limitations).
   - Fill out attached **budget template and include as Appendix 1**.

E. **Appendices (no page limits):**
   1. **Budget Template:**
   Follow the naming convention of the budget template file, substituting PI's first and last name in "name_here"

   2. **Letters of support:**
   If your sustainability plan commits department, division, or other unit resources to this project, be sure to include appropriate letters of support that confirm this commitment. An example would be a letter from the department chair describing recruitment plans for data analysts or other needed personnel. Letters of support from potential users will be reviewed favorably.

   3. **Summary tables of current or pending support (not counted in page limits):**
   List the federally funded, IDC-generating grants that would be supported by this application in two tables (one for current support and one for pending support), with the following headings:
      PI, NIH/federal grant number, grant title, award dates, annual budget OR proposed annual budget, department/division.

   4. **Vendor quote:**
   Provide itemized vendor quotes for equipment, service contracts, etc.