Equipment and Technology Award
Request for Applications

Purpose and Overview

The purpose of the MCW Cancer Center's (CC) Equipment and Technology Award (ETA) is to provide a mechanism for replacing aging, obsolete or damaged research instrumentation, or to acquire new research equipment that represents the latest advances in the field. Support for development of new technologies, beyond equipment purchases, will also be considered for funding by this mechanism. The overall aim of the program is to provide the state-of-the-art multi-user instrumentation and technologies necessary to support the research goals of cancer center investigators.

There is no funding limit specified for this award mechanism, but requests must be justified. Priority will be given to applications that use this ETA mechanism as a match for applications submitted to external agencies (*e.g.,* NIH S10, NSF MRI, Foundations). Institutional matching funds (*e.g.,* departmental, college, provost) are highly encouraged.

Eligibility & Evaluation Criteria

Eligibility

- Applicants must be CC Shared Resource or CC developing Shared Resource directors.
- All applications must provide technologies/resources that support cancer relevant research.
- Requests for high-speed computer or graphics workstations for molecular modeling, structural biology or other computer-intensive or high-capacity information management applications are allowed, but ETA funds may not be used to purchase standard desktop computers, laptop computers or software packages for routine use.
- Applicants may request service contracts or an extended warranty as part of an instrument purchase, but funds may not be used to purchase service contracts for existing equipment.
- Prior to submitting a proposal, applicants are encouraged to consult with Dr. Hallgeir Rui, Associate Director of Shared Resources (hrui@mcw.edu) to conduct a preliminary evaluation of the institutional need for, and feasibility of, the proposed instrumentation or technology acquisition.

Evaluation Criteria

Each application will be assigned to internal and external reviewers having substantial expertise in cancer research and in reviewing equipment and technology development grants.

The main criteria for reviewing applications are listed below. Definitions for each criterion will likely differ, depending on the particular instrumentation or technology. To keep criteria as uniform as possible and scoring consistent between reviewers, these guidelines indicate the most important aspects of each criterion:

Impact
- How the equipment or technology fulfills or advances an important or distinguishing scientific niche.
- Number of investigators that will potentially form the user base.

Innovation
- Likelihood that the equipment or technology requested places MCW CC investigators at a significant advantage over investigators at other institutions lacking these capabilities.
- Thoughtful and thorough evaluation of the requested equipment or technology compared to similar equipment or technologies on the market.

Approach/Support
- Business plan for cost-neutral usage of equipment or technology.
- Evaluation of letters of support from potential users.

Application Instructions-Please see the MCW Cancer Center website <u>here</u> for additional information and forms.

Application Format: Use standard Arial 11-point font, single space, and half-inch margins throughout the application. Consecutively number all pages.

- **Cover Page:** To initiate, please click <u>here</u>. This will take you to the Faculty Collaboration Database to sign in so that certain fields can be auto populated.

- **Abstract:** (200-word limit).

- **Response to Reviewers** (for resubmissions only). 1-page limit.

- **Acquisition Plan:**
  a. Introduction and Description of Equipment or Technology (4-page limit for this section)
    o Overview of the scientific field the equipment and technology will help serve
    o Description of how the requested resources will support or advance specific scientific fields, projects or investigators at the MCW CC
    o Description of the equipment or technology and comparison with similar available equipment or technology, if applicable
    o Justification for the support of staff related to the equipment or technology development
    o Management plan for equipment or technology deployment to the MCW community.

  b. Business Plan and Current Support
    o Please include organization, finances, and a plan for long term operation, cost recovery, cost effectiveness, and any cost sharing with other departments, colleges, Office of Research or provost.
    o Please include a list of all past and current internal and external funding that has supported the instrumentation and technology in the Shared Resource.
    o Cost analysis (comparison) for similar equipment or technology (purchase price, service contract, reagents, *etc.*).
    o Budget: Use the budget template found on the Cancer Center webpage. The CC reserves the right to reduce award amounts.
    o Include direct costs only; there are no indirect costs associated with this grant. No faculty salaries are allowed. Any faculty effort related to this award must be listed. Personnel (*e.g.,* support technician) are permitted.
    o Letter of support from the department, college, Office of Research or provost as applicable. By signing the cover page, departmental, college, Office of Research, and provost business managers verify and approve the budget, including any cost share related to the equipment and service contract.

- **Administration:** Include where the instrumentation will be housed, how it will be managed, and criteria for granting priority access. If the instrument or technology is part of a shared resource supported by units outside of the CC, who will have oversight, conduct training and scheduling, manage maintenance, and underwrite or be responsible for recouping operational costs?

- **References** (not counted in page limit).

- **Biosketches:** NIH-format biosketch of project director and co-directors if applicable.

- **Users Summary:** List major and minor users (provide their CC affiliation and, if available, the research grants/funding level that will be supported or advanced by the instrument).

- **Letters of Support** (up to 5)**:** Include letters of support from major users and any cost-sharing units (see above).

Timeline

Full applications are **due by 5:00pm Tuesday, December 1, 2020**. Please send one PDF file of the application packet *via* email to Nicole Davis (nmdavis@mcw.edu). Applications will be peer-reviewed, and notifications of awards will be made by February 8, 2021. Please contact Nicole Davis (nmdavis@mcw.edu)with any questions.

Awardee Expectations

- Publications resulting from use of funded equipment or technology must cite this award.
- An annual progress report is required for five years following award, clearly presenting the execution and degree of success of the business plan (*e.g.,* cost recovery from user fees and grant submissions and awards facilitated by the instrument).
- Awardees will be required to serve on pilot study sections for three years.