

NIH Shared Instrumentation Grant Program (SIG) (S10)

PAR-17-074

<https://grants.nih.gov/grants/guide/pa-files/PAR-17-074.html>

REQUIRED PROCESS FOR SUBMITTING NIH SIG S10 PROPOSALS

Applicant organizations may submit more than one application, provided that there is no duplication of equipment. The Office for Research manages the 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 \$50,000. The maximum award is still \$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.

DEADLINES

March 15, 2017: Internal letters of intent due from PIs

April 1, 2017: Internal approval notifications sent to PIs

May 31, 2017 (5:00 PM local time): 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 facility
8. If answer to 7 is yes: indication of which core facility it will be housed in, and MUST provide a letter from the core director
9. Indication whether this proposal will require additional research space that is not currently available
10. If answer to 9 is yes: MUST provide a letter from the research dean or OR describing the space promised if the grant is funded

INTERNAL REVIEW PROCESS

- LOIs should be sent electronically to the Assistant VP for Research (contact information below) by **March 15, 2017**.
- Imaging-related proposals will be vetted by the Imaging Advisory Committee, but approval will be made by the Assistant VP for Research. PIs will be notified of decisions no later than **April 1, 2017**.
- The Assistant VP for Research working with research deans will evaluate all proposals and notify PIs of decisions no later than **April 15, 2017**.

- The Assistant VP for Research will notify OSR Evanston and research deans of all decisions no later than **April 15, 2017**.

COST SHARING PROCESS

OSR Evanston 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. They will assist PIs in obtaining the letter(s).

OSR Evanston will work with PIs, their departments, research dean and OR on commitments for cost sharing.

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.

LETTER OF INSTITUTIONAL SUPPORT/COST SHARING

OSR Evanston will generate a letter of support for each proposal approved by the VPR and research deans.

CONTACTS

- **Philip Hockberger**, Assistant Vice President for Research, OR
p-hockberger@northwestern.edu
7-1509
- **Jeff Weiss**, Director of Research Core Planning, FSM
jeff-weiss@northwestern.edu
3-0543
- **Kelly Morrison**, OSR Director, Evanston
kellym@northwestern.edu
7-3283
- **Josh Richards**, Assistant Grants Officer, OSR, Evanston
Josh-richards@northwestern.edu
7-5283