

DHLRI Microscopy Core – Fee Waiver Program

In an effort to encourage DHLRI members to explore the use of the resources available in our Microscopy Core, we are beginning, on a trial basis, a program to provide core services at reduced rates for preliminary microscopy work done in support of a pending grant submission. The support will be in the form of up to 10 hours of usage at no charge or up to 25 hours at 50% of the prevailing rates. The requirements for applying for the fee waiver are as follows:

1. The investigator must have DHLRI investigator or associate investigator member status.
2. The work covered by the waiver is limited to preliminary studies to be included as part of a pending grant submission. Work on a currently funded project and work already completed are not eligible for this program. The described work must be an integral part of the overall grant proposed. In addition, the scope of the work in the application must be such that it would be extended during the project should the grant be funded.
3. The investigator must submit a completed waiver application to the core manager. The first part of the application consists a brief description of the work to be performed as part of the study, equipment to be used, required assistance by core personnel, and an estimated time to complete. If the project is selected for a waiver, then the investigator is expected to complete the second [funding agency and submission date] and the third [final outcome] parts of the application at the appropriate times in the project. Failure to follow through in completing these parts will negatively impact any future applications.
4. Investigators may apply as often as desired, but can receive no more than one waiver per twelve-month period.
5. Submitted applications will be reviewed once a month by the core Director and Manager.

Because of the budgetary constraints on the core, the number of waivers granted at any given time is solely at the discretion of the core administration. To be considered suitable for a waiver request, the pilot project must have defined goals with a reasonable expectation of completion during the waiver period. In addition, factors such as reasonable requests of time and resources by the investigator, the history of previous applications by the investigator, and the current availability of core resources and personnel will be considered. While an application may be judged as suitable, it does not guarantee that it will receive a waiver, as the number of waivers available at any given time will vary. In such cases, waivers will be awarded based on the order the applications were received by the core manager. For waivers granted, researchers should be aware that scheduling of actual times would be subject to current demand by regular users, and therefore might require some after hours scheduling for waiver recipients. This program is being offered on a trial basis, and the core administration may modify conditions or terminate the acceptance of applications at any time.

We realize that the service fees in the core can at times be a disincentive for investigators to incorporate microscopy work in their research. Our hope is that this waiver program will increase the awareness of the Microscopy Core resources available to DHLRI researchers. By offering a low cost opportunity for investigators to see if the core resources can enhance their research projects, we hope to encourage the inclusion of the facility as part of their grant writing process. We welcome any suggestions on this program, as the long-term viability of it depends on your response to it.

DHLRI Microscopy Core
Application for pilot project waiver

Part I - Request for reduction in fees for pilot project work in the Microscopy Core.

Principal Investigator _____

Department _____

Title of Proposal _____

Funding Agency _____

Planned Submission Date _____

Description of proposed work to be done in the core (attach sheet if necessary) _____

Pilot Work: Start Date _____ End Date _____

Total number of hours of core time requested? _____

How many of the requested hours requested will require core personnel? _____

Core equipment to be used? _____

Principal Investigator (signed) _____ Date _____

This request has been approved not been approved

Core Director _____ Date _____

Comments _____

Part II – Outcome of approved pilot project

Was the proposed pilot work completed? _____ Date _____

Has a grant proposal based on this work been submitted to a funding agency? _____

If Yes: Where? _____ Date _____

Part III – Outcome of funding request

Was the grant funded? _____ If so, start date _____