



## **DHLRI Integrative Cardiovascular Physiology Core Fee waiver program**

We offer on a limited basis a program to provide core services at reduced rates for preliminary work done in support of a pending grant submission. The support will be in the form of up to 5 experiments or animals at no charge or up to 10 experiments or animals at 50% of the normal rates. Please note that the waiver does not extend to the costs of animals or per diem expenses. It is the responsibility of each investigator to obtain IACUC approval prior to initiating any studies in the integrative physiology core lab.

The following requirements must be met when applying for a fee waiver:

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 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 request form to the core director. The request must include:
  - a. brief description of the work to be performed as part of the study
  - b. equipment to be used
  - c. required assistance by core personnel
  - d. an estimated timeline for completion
4. If a project is selected for a waiver, the investigator is expected to complete parts II and III of the request form at the appropriate times. Failure to follow through in completing these portions will negatively impact any future applications.
5. Investigators may apply more than once, but can only receive one waiver per twelve-month period.
6. Submitted applications will be reviewed monthly by the Core's directors.

Due to budgetary constraints, 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, the history of previous applications by the investigator and the current availability of core resources and personnel will be considered. Thus, while an application may be judged suitable, it does not necessarily guarantee that a waiver will be granted. In such cases, waivers may also be allocated based on order of receipt. For waivers granted, researchers should be aware that scheduling of actual times is subject to current demand by regular users, and therefore might require some after hours scheduling for waiver recipients. The program is 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 core can be a disincentive for investigators to incorporate the core facilities into their research. Our hope is that this waiver program will offer a low cost opportunity for DHLRI investigators to see if the core resources can enhance their research projects. We encourage the inclusion of the core resources as part of grant applications.

**DHLRI Integrative Physiology Core Lab  
Application for Pilot Project Waiver**

**Part I: Request for fee reductions for pilot experiments in the core lab.**

Principal Investigator:

Department:

Title of Proposal:

Funding Agency:

Planned submission date:

Description of the proposed work (attach additional sheet if needed)

Estimated start date:

Estimated end date:

Total number of core hours requested?

Number of requested hour requiring core personnel?

Core equipment to be used?

P.I. Signature \_\_\_\_\_ Date \_\_\_\_\_

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This request has been  Approved  Not Approved

Director \_\_\_\_\_ Date \_\_\_\_\_

Comments:

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**Part II: Outcome of approved pilot project**

Was the proposed pilot work completed?

Date of completion?

Has a grant proposal based on this work been submitted for funding?

If yes: List agency and date of application

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**Part III: Outcome of grant proposal**

Was the grant funded?

If yes, list the start date.