Program Description

- **Emergency Equipment** grants are intended as an aid to replace or repair intensively used equipment that unexpectedly breaks down or to upgrade existing equipment. The Emergency Equipment grants are not intended to cover routine or anticipated repair, maintenance, or service contracts. The Emergency Equipment grant provides up to $20,000 in direct research costs.

- **Small Equipment** grants are intended to support the purchase of unavailable new small equipment that will enable a group of PIs to support their research programs. The Small Equipment grant provides up to $10,000 in direct research costs.

Eligibility

All full time Faculty at the Miller School of Medicine are eligible.

Award Term

Funds must be expended within 6 months.

Budget

- **Emergency Equipment** grants provide up to $20,000 of direct research costs.

- **Small Equipment** grants provide up to $10,000 of direct research costs.

  *Note*: The IAC requires a written quote for all equipment applications.

Matching Funds

The availability of matching funds is a requirement by the Office of Research, Research Education and Innovative Medicine (RIM). The Department and/or PI(s) should contribute towards the cost of equipment. i.e., Centrifuge Total cost is $45,000. The Department covers $20,000 and the PI(s) cover $5,000 this is considered $25,000 in matching funds (cost-share). The total request for IAC funds is $20,000. If no matching funds are available strong justification must be provided at the time of application and a letter from the Chair supporting the request.

Review Criteria

The Internal Administrative Committee (IAC) considers the following aspects of the application:

**Emergency Equipment**

- the emergent need to have the equipment upgraded, repaired or replaced (scientific merit of research projects supported by the equipment and number of faculty impacted by the loss or antiquated nature of the equipment)

- the prospect that upgrading, repairing, or replacing the equipment is required for new or renewed extramural funding

**Small Equipment**

- the need for the small equipment in order for a group of PIs to continue with data collection for ongoing and/or new research pilot projects leading to extramural grant funding (scientific merit of research projects supported by the equipment and number of faculty/staff who will use the small equipment)
Application Instructions:
• The application pages should be completed using Arial 11-point font and each page should have no less than 0.5 inch margins. Be sure to adhere to the page limitations noted for each section of the application.
• The application should be in the following sequence and numbered consecutively.
• Complete the online application including the following sections:
  ▪ Section 1 – Principal Investigator (PI) Information
  ▪ Section 2 – Proposal Information
    2A – Proposal Title
    2B – Project Narrative/Public Health Relevance Statement (2-3 sentences)
    2C – Scientific Abstract (600 word limit)
    2D – Indicate the RFA, PAR, PA or FOA number which you intend to submit and the funding agency. Indicate the planned submission date.
    2E – Total Budget Requested (The budget will be detailed in Section 4B)
    2E.1 – Matching Funds/Cost Share
    2F – Are Co-PIs Involved in this Project?
    2G – Type of Research Involved in your Proposal
    2H – Request to Exclude Reviewer(s)
  ▪ Section 3 – Regulatory Approval(s)
    ➢ IRB
    ➢ IACUC
    ➢ ESCRO
    ➢ IBC
  ▪ Section 4 – Research Plan
    4A – Biographical Sketch for PI, each Co-PI, and Key Co-Investigators (use NIH template provided)
    4B – Budget and Budget Justification (use modified NIH template provided)
    4C – Summary of the research project(s) the equipment serves and a justification of the “emergency” and/or purchase of the small equipment.
      4C.1 - Brief description for the use of the equipment
      4C.2 - List of other faculty who use the equipment
      4C.3 - List of extramurally funded projects that rely on the instrument, and new funding opportunities that will be enabled by the equipment. Include funding agency, total award dollars and the award period for existing awards and the funding agency and planned submission date for new grant requests.
    4D – Two (2) quotes from vendors or explanation as to why only one (1) quote was provided.
    4E – Letters of Support (if relevant)

Questions
If you have any questions regarding the Equipment Application, please contact Karen Lamper at klamper@miami.edu or (305) 243-5370.

Deadlines
Applications for emergency equipment requests are reviewed on a monthly basis. Completed applications may be submitted at any time.