**School of Medicine General Equipment Solicitation 2023-24**

**Request for Purchase of Shared Equipment**

**Deadline: 11 December 2023**

**Principal investigator(s):**

**Short descriptive title:**

# Unit(s) making this request:

**New vs. replacement equipment:**

1. Brief Summary (not to exceed 1 page): Describe the item being requested and any institutional support required beyond that provided from the primary department or center.
2. Background/Introduction (not to exceed 3 pages): Describe the need for the requested new equipment, with particular emphasis on how it will extend our overall institutional research capabilities. Provide a detailed description of the current state of the technology and related equipment at UVA and elsewhere. **If you are requesting an instrument that currently is available in a research core facility, you must justify why your request should be considered.**
3. User group (not to exceed ½ page): Provide a list of individual investigators, departments, and centers that will use the new equipment and a brief description of their use.
4. Budget: Present a five-year budget for purchase and maintenance of the shared equipment. Indicate any funds the investigator group will contribute to subsidize purchase of the equipment and its subsequent maintenance (and the source of those funds).
* ***Evidence of significant cost-sharing is required.***
* ***The Equipment Trust Fund cannot pay for service/maintenance or operating costs.***
1. Describe how purchase of the new equipment will enhance School of Medicine research, including current or future NIH-supported multi-investigator grants.
2. If applicable, describe any new space or renovation that must be allotted for proper installation of this equipment. Otherwise, the PI is ensuring that space and utilities such as power, HVAC, network connectivity, and data storage are appropriate where this equipment will be sited.
3. Attach a recent price quote for the proposed equipment.

**Notes**

Proposals approved for funding will utilize monies provided by FY25 Commonwealth of Virginia Equipment Trust Fund. These funds are expected to become available in the fall of 2024; equipment may not be purchased before July 1, 2024 to qualify for these funds. The PI is responsible for ensuring that the requested equipment is consistent with program guidelines (<https://uvafinance.virginia.edu/resources/what-equipment-trust-fund>).

* + Equipment purchased under this program must be made available to other faculty for use during periods it is not utilized by the central user group. Awardees may make reasonable restrictions based on user expertise or training.
	+ Investigators requesting equipment costing $150,000 or more must also apply for an NIH Shared Instrumentation Grant (SIG) or an NIH High-End Instrumentation Grant (HEI) Program, as appropriate to the cost of the equipment. See SIG and HEI program descriptions at <https://orip.nih.gov/construction-and-instruments/s10-instrumentation-programs>. Submission deadlines for both of these programs generally occur in the spring. Before submitting a SIG or HEI proposal, please discuss your plans with Dr. Jay Fox, Director of Research Infrastructure.

***Submit this form and accompanying documentation as a single PDF to Dr. Mary Peace McRae (******ydn3er@uvahealth.org******), Assistant Dean for Research, by 5:00 PM on 11 December 2023. Please refer any questions concerning this program to Dr. McRae***