

Describing UH Resources to be Used in Extramural Projects Without Making a Cost Sharing Commitment

Sample Proposal Language

Introduction

When developing proposals for extramural support, UH discourages investigators from making cost sharing commitments unless such commitments are required to meet sponsor requirements. Cost sharing can be inadvertently committed by the way UH resources are described in the proposal narrative. The language below is offered as an example of how to describe UH resources in a proposal without committing these resources as shared costs.

Note that these descriptions do not place a value on the cost of these resources, nor are they described as UH commitments to the proposed activity. The value of these resources should not be included in the proposal budget.

Sample Language

Laboratory Use

“The Principal Investigator and Research Associate will have unrestricted access to the facilities and equipment available in the Retrovirology Research Laboratory (RRL), which occupies approximately 6,000 square feet of space on the second floor of the Atherton Building at Leahi Hospital. The RRL is comprised of virus isolation/cell culture rooms for the safe processing of BSL 2-level microbial agents, rooms for molecular biological manipulations and a dark room for developing autoradiographs.”

Computer Use

“The Principal Investigator and Research Associate will have access to the computer equipment available in the RRL. This equipment includes four laser printers and several Macintosh and IBM computers, including three networked Power Macintosh Computers for DNA and protein sequence analysis.”

Use of Major Equipment

“The Principal Investigator and Research Associate will have access to the following equipment in the RRL: three Baker laminar-flow biosafety cabinets; three Forma dual-chamber, water-jacketed carbon dioxide incubators; two IEC low- and high-speed refrigerated centrifuges; one Beckman TL-100 table-top ultra centrifuge; one vacuum oven; six under counter refrigerators; two upright -20°C freezers; and one Coulter cell counter.”

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