

WV-INBRE Request for Equipment Grant Applications

Release Date: December 16, 2025
Application Due: January 24, 2025
Award Announcement: ~February 14, 2025

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Section I. Funding Opportunity Description

The WV-INBRE program has funds for the acquisition of equipment for use in biomedical research. This solicitation is open to applications from investigators at West Virginia primarily undergraduate institutions (PUI) that are part of the WV-INBRE network. Preference will be given to requests for shared instrumentation that supports ongoing or proposed biomedical research.

Programmatic goal: The goal of this request is to provide instrumentation for use in biomedical research and to improve the biomedical research capacity of WV-INBRE network institutions.

Section II. Award Information

- Estimated Number of Awards: 5-7
- Maximum award amount: \$75,000 direct costs. Indirect cost requests are not allowed.
- Proposals must be received no later than 5 PM on January 24, 2025
- Awardees will be notified in February 2025. Subawards will be made to WV-INBRE partner institutions by Marshall University.
- Awarded funds must be expended no later than July 31 2025 and equipment **must arrive prior to July 31 2025** and in compliance with institutional grants management policy.

Section III. Eligibility and Application Requirements

All WV-INBRE undergraduate partner institutions are eligible to apply. Applications may include multiple instruments but only one application will be accepted per institution and the total amount must not exceed \$75,000. Applicants must be tenure-track or tenured faculty. Applications from postdoctoral fellows and students will not be accepted.

Section IV. Application Process and Submission Information

Applicants should submit their application packets to Stan Hileman at smhileman@hsc.wvu.edu.

Application Package

The Equipment grant application must contain the following completed sections:

- a) PHS398 face page with contact information (form page 1) including signature from business/institutional official.
- b) Contact information for all applicants on a separate page
- c) Detailed budget spreadsheet (Excel) which lists all instruments and their quoted costs.
- d) Vendor quote for each requested instrument.
- e) Equipment justification. Your justification should include a description of the instrument(s) (i.e. functions or capabilities), a listing of who will likely use the instrument(s) (e.g. faculty, staff and students), and examples of how the instrument(s) will be used. Please indicate if the instrument will be used to support an ongoing or proposed WV-INBRE research.

Please use the most recent version of the PHS face page. PHS398 forms can be found at <http://grants.nih.gov/grants/funding/phs398/phs398.html>,

Section V. Allowable Costs:

Funds may only be used for the purchase of equipment/instruments whose cost is greater than \$5,000 per item and less than \$75,000 in total cost. Software that is required for instrument operation is allowed. Salaries, supplies, service contracts are not allowed. Indirect costs are not allowed. Institutional matching funds are not required but may be used to pay for equipment costs in excess of the \$75,000 threshold.

Section VI. Application Review Process

The primary review criteria for these applications are (1) overall significance and relevance to biomedical research and (2) support of ongoing or future biomedical research. Applications will be reviewed and ranked by the WV-INBRE Administrative Core. AC funding recommendations will require NIGMS approval. Questions about the application process (eligible projects, allowable costs, etc.) should be addressed to Stan Hileman (smhileman@hsc.wvu.edu).

Section VII. Award Administration Information

The review process will take ~4 weeks to complete. We expect to notify funded applicants in February 2025. Marshall University will make subawards to institutions whose

applications have been approved for funding. Notification of awards will be made to the submitting PI and the applicant's organization.

Section VIII. WV-INBRE Program Contacts

WV-INBRE Program Officers:

Gary Rankin, PhD, WV-INBRE Principal Investigator, 304-696-7313,
rankin@marshall.edu

Stan Hileman, PhD, WV-INBRE, Program Coordinator, 304-319-2254,
smhileman@hsc.wvu.edu

Section IX. Responsibilities of Equipment grant recipients.

All users of equipment acquired through WV-INBRE funding are required to acknowledge the WV-INBRE Grant in publications and presentations (P20GM103434). If at all possible, recipients should track usage of instruments and submit usage reports as part of the annual progress report. If available, usage reports should include number of uses (e.g. runs) and number of unique users.