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CHAPTER 11. RESEARCH EQUIPMENT COMMITTEE

11.01 TYPES OF REQUESTS REVIEWED

a. The REC (Research Equipment Committee) reviews requests for:

(1) Purchase of new additional core equipment costing more than \$7,000 which is for the common use of multiple investigators.

(2) Purchase of replacement core equipment costing more than \$7,000 which is for the common use of investigators.

(3) Replacement of irreparable equipment costing more than \$7,000 for merit review funded investigators. If the Principal Investigator is due for merit review renewal within 1 year, the request for replacement should be part of the merit review application.

(4) Replacement equipment costing more than \$2,500 for investigators who transfer to another VA medical center but who cannot transfer their essential equipment.

(5) New portable standard laboratory equipment for an individual investigator costing more than \$7,000.

(6) Other expensive (\$50,000 to \$100,000) "state-of-the-art" equipment which is for the common use of investigators. Requests for equipment in this category must be carefully detailed.

b. The REC will not review requests for:

(1) Equipment for Animal Research Facility. These equipment items are reviewed by Animal Research Equipment Committee. (See ch. 12.)

(2) Administrative support equipment. These equipment items are funded from Cost Center 101.

(3) Equipment funding in excess of \$100,000. If an item of equipment costing in excess of \$100,000 is requested, VA medical center, e.g., local research corporation established in accordance with 38 U.S.C. §4161, et. seq., the affiliated university or some other donor must be identified as the source of funds over the \$100,000 cap requested from Medical Research Service.

(4) Construction of new facilities or renovation of existing facilities.

(5) Equipment maintenance contracts.

11.02 NEW EQUIPMENT FOR RECRUITMENT

New equipment for recruitment of new investigators should be requested through RAG or Merit Review applications; however, in special cases the REC may approve requests in this category. The justification for this type of request must be carefully documented. Funds for this equipment will not be released until VA Central Office is notified that the investigator has been appointed to VA.

11.03 PREPARATION OF EQUIPMENT REQUEST

a. The justification for each equipment request must be prepared as follows:

(1) A completed VA Form 10-0090.

(2) Completed VA Forms 10-1313-2, 10-1313-3, 10-1313-4, 10-1313-7, 10-1313-8 for all current VA funded research, and budget page and abstract for non-VA supported research for all ongoing research for each investigator who will use the equipment.

(3) A one-paragraph summary statement relating the instrument to the science of each principal investigator who will use this equipment.

(4) A description of the requested equipment that is to be used in conjunction with other available instruments or any parts therein. This must describe these instruments, their function, and how the requested item interfaces with them. Do not include company brochure.

(5) For non-core equipment items, justify the need for funding through the REC rather than through RAG or Merit Review.

b. If a facility has more than one request, each request must be submitted as a separate item with R&D Committee approval, and addendum,

c. For each VA medical center request, **submit an original plus ten copies** through appropriate local channels, to the Director, Medical Research Service (151D).

d. Requests will be reviewed twice a year. The deadlines for receipt of applications in VA Central Office are January 15 and July 15.

e. The REC is comprised of four ACOS for R&D, three AA for R&D, and two biomedical engineers. Members serve for 3 years on a rotating basis.

f. The Assistant Director, Scientific Review (151D), may be contacted for the schedule of REC meetings or for additional information.