

Revised: 10 September 2019

Guidelines for MIR Pilot Funding Allotments

- The purpose of these funds is to provide seed money to test new ideas in their preliminary stages before enough data has been gathered to submit a proposal for external funding.
- Funds may only be used for services provided by Research Imaging Facilities (RIF) excluding pass-through costs.
- RIF facilities listed as follows (more information for each facility can be found at <https://www.mir.wustl.edu/research/research-support-facilities>):
 - Center for Clinical Imaging Research (CCIR)
 - Preclinical PET Facility
 - Small Animal MRI Facility
 - East MR Imaging Facility
 - Central Neuroimaging Data Archive (CNDA)
 - Molecular Imaging Center (MIC)
 - Shared Data Storage (SDS)
 - 3D Printing Lab (3DP)
 - Radiology Clinical Research Core (RadCore)
 - Cyclotron Facility
- The Institute for Clinical and Translational Sciences JIT Core funding program provides an additional \$5,000 for use in:
 - Cyclotron
 - CCIR
 - RadCore
- Applications can be submitted at any time, applications received prior to the 25th of each month will be reviewed in the next month's review cycle.
- Projects are typically funded for one year. PI will be notified one month prior to end date of funding. PI may request extension of end date by providing adequate justification.
- PI may request up to \$15,000 in funding.
- The PI Name and Project Title must match on the MIR funding and the Protocol submitted to the facility.
- Funds are not transferable to another study. The support is only to be used for the protocol associated with the request.
- Applicable regulatory approvals must be in place prior to usage of the services.
- Invoices for the services are to be signed and submitted on a timely basis.
- Unspent balances revert to the MIR fund within 30 days after the end date.
- PI's will be queried once a year for 3 years to determine success in obtaining external funding.
- Publications resulting from this allotment must cite the appropriate support: "Supported by Washington University MIR departmental funding"

Where to Apply:

- The online application for MIR Funds is found at:
<https://mirweb.mir.wustl.edu/sites/research/mirfunding/MIR%20Funding%20Applications/Forms/Forms%20in%20Progress.aspx>
- Information and online application for ICTS/JIT funds is found at:

Key Factors in the Review of Projects:

- Quality of the proposed research or creative activity
- Importance and probable impact the proposed work may have on the field.
- Potential of the project to obtain future external funding
- Project design and procedures
- Value for development of the applicant's research potential and progress
- Quality, productivity, and current research funding of the applicant
- Budget appropriateness

Scope of requests:

- Pilot data needed for the preliminary results of a proposal for extramural funding
- New direction on a current project not otherwise supported to seek extramural funding

Review Process

- Requests for funds will be reviewed by a committee comprised of the directors or representatives of the Facilities.
- Ad hoc reviewers will be utilized by the committee to provide additional analyses and comments if needed.
- After the proposal is circulated, each member will review and vote. Votes can consist of "disapprove", "approve", "requires ad hoc reviewer" or "needs additional information". A majority is needed for approval.

Administration of Allotments

- Each allotment will be assigned a MIR number which will be provided at the time of the award announcement
- Name of PI & Title of allotment must be reconciled with the protocol registered with the Facility.

Responsibilities of the Principal Investigator

- Uses the support only for the protocol associated with the approved request
- Ensure applicable regulatory approvals are in place prior to providing services
- Ensure that invoices for services provided are signed and submitted on a timely basis.
- Ensure that publications resulting from this allotment cites the appropriate support "Supported by The Mallinckrodt Institute of Radiology, Washington University School of Medicine"

Note: Funding for recruitment or retention packages are handled separately and are not part of this department-funded scans program.