OUTLINE FOR THE PROPOSAL OF A NEW RESEARCH CORE FACILITY

This outline is intended for the proposal of a new core, the concept for which has already been discussed with PSOM Core Leadership. Please contact Dr. Lou Soslowsky, Associate Dean for the Research Core Facilities, with any questions.

Brief overview of services and needs

List of services to be provided

Method of determining need for service/facility
   Number of potential users
   Projected volume of activity

Relationship to existing facilities
   State whether service is offered commercially and provide prices
   State whether service is offered at Penn or neighboring institutions (e.g. CHOP, Wistar)

Administrative/technical structure of facility

Expertise
   Scientific and technical credentials and experience of proposed staff

Space requirements (new or existing)

Equipment requirements

Budget
   Startup costs
   Annual operating costs
   Funding sources (include other commitments for support)
   Projected fees and income

Department
   Provide letter of support from Chair of responsible department
   Identify commitments, such as personnel, space, financial resources