

MEMORANDUM

TO: School of Medicine Faculty Members Working with Mice
FROM: Thomas N. Ferraro, Ph.D., Assistant Dean for Animal Research
DATE: September 8, 2009
RE: Subvention of Mouse Cryopreservation Services

I am pleased to announce that the School of Medicine (SOM) has approved the continuation of the subvention policy for cryopreservation of essential mouse lines and strains by the Transgenic and Chimeric Mouse Facility (TCMF).

All School of Medicine (SOM) faculty members are eligible to apply for subvention of cryopreservation services, which will be issued in the amount of \$315 per approved mouse line. This sum represents approximately 50% of the basic TCMF fee for the combined embryo/sperm cryopreservation service. If more expensive cryopreservation services are requested from the TCMF, the SOM subvention will not exceed \$315. Please note also that subvention depends on SOM verification that the line/strain is unique (e.g. not-commercially available) and essential.

The SOM administration and the School of Medicine Animal Research Committee (SOMARC) strongly encourage faculty members to take advantage of this subvention program and to be proactive by preserving their essential mouse lines as soon as possible. Although institutional funds have been available in the past to assist with re-derivation of mouse lines affected by catastrophic events such as Mouse Hepatitis Virus, **please be advised that such funds are not guaranteed in the future.** Finally, it is important to be aware of the fact that this SOM policy on subvention for cryopreservation of essential mouse lines will be re-evaluated each fiscal year and therefore faculty members are urged to incorporate the full cost of this service into the budget of future grant applications.

Background

The SOM established this policy in the aftermath of the Mouse Hepatitis Virus (MHV) outbreak in 2005, and with the strong support of the SOMARC.

Cryopreservation of mouse embryos and sperm through the TCMF is a convenient and economical way for SOM faculty to preserve strains that are valuable to biomedical research. Advantages of cryopreservation include:

- Protection against loss due to infectious disease outbreaks or other catastrophic events;
- Elimination of per diem costs associated with maintaining mouse colonies for future use;
- Conservation of mouse cage space;

The TCMF offers a full range of cryopreservation services. More detail on this range of services is available on their website: <http://www.med.upenn.edu/tcmf/>
Faculty members are encouraged to contact Jean Richa, Ph.D., Technical Director of the TCMF, at jricha@mail.med.upenn.edu, to discuss which cryopreservation services will

match their individual research needs. Faculty members who plan to apply for SOM subvention are requested to obtain approval of their subvention request prior to initiating the cryopreservation service.

How to Apply for Subvention

Subvention requests must be submitted via email to Thomas N. Ferraro, Ph.D., Assistant Dean for Animal Research, at somar@mail.med.upenn.edu. SOM faculty members making this request are asked to indicate “Subvention of Mouse Cryopreservation Services” in the subject line of this e-mail and to provide the following information in the body of the email request:

- Principal Investigator/University account number;
- Mouse line identification number/name;
- Brief justification for why the strain is essential and cannot be purchased or re-derived from another source;

The Assistant Dean for Animal Research, in consultation with the SOM Animal Research Committee and others as needed, will evaluate requests and notify faculty of a decision within 7 days.

When a Subvention Request is Approved

When a subvention request for a mouse line is approved, both the faculty member and the TCMF will be notified. The TCMF will subsequently charge \$315 to a designated SOM account and charge the balance of the cryopreservation service to the faculty member’s appropriate grant/account. The SOM subvention will be documented on the TCMF invoice.

Once again, I strongly encourage you to take advantage of this program. As always, please contact me with any questions or concerns.

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