

Perelman School of Medicine Research Core Facilities Committee

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