

Appendix A-2:

***Signature and Acceptance Form of
Authorized Representative of the Applicant***

The undersigned is a duly authorized representative of the applicant listed below. The applicant has read and understands the Solicitation requirements. The undersigned acknowledges that all of the terms and conditions of the Solicitation are mandatory.

The applicant specifically acknowledges the application of the procedures regarding submission of sensitive information as set forth in Appendix C - General Terms and Conditions, Attachment A – “POLICY AND PROCEDURES REGARDING SUBMISSION OF “SENSITIVE INFORMATION”, and specifically agrees that it shall be bound by those procedures. The applicant understands that all materials submitted as part of the application are subject to disclosure under the Massachusetts Public Records Law; and acknowledges and agrees that MLSC has no obligation, and retains the sole discretion to fund or choose not to fund the application set forth herein, and that MLSC’s receipt of the application does not imply any promise of funding at any time.

The undersigned has either:

- specified exceptions and counterproposals to the Agreement (set forth in Appendix C - General Terms and Conditions) in the application;
- agrees to the terms and conditions of the Agreement and has included a signed copy of the Agreement with its Application; or
- is already a signatory to the Agreement.

The undersigned acknowledges and agrees that the failure to submit exceptions and counterproposals with this Application shall be deemed a waiver and the Agreement shall not be subject to further negotiation.

The applicant understands that, if selected by MLSC, the applicant and MLSC will detail and execute a Task Order that outlines the respective roles and responsibilities of all parties.

I certify that the statements made in this application, including all attachments and exhibits, are true and correct to the best of my knowledge.

Applicant: _____
(Printed Name of Applicant)

By: _____
(Signature of Authorized Representative)

Name: _____

Title: _____

Date: _____

Appendix A-3: Application Narrative

1. Abstract	
	<p>Provide a brief summary of the proposed position including:</p> <ol style="list-style-type: none"> 1. A description of the importance of the faculty position to the long-term strategic plans of the institution to build new, or complementary, research capabilities in particular life science disciplines. 2. The primary scientific, medical, or public health focus area of the proposed new faculty position. <p><i>(This summary should not contain any proprietary information and should be no longer than one page in length.)</i></p>
2. Threshold Eligibility Criteria	
	<ol style="list-style-type: none"> 1. Identify the Massachusetts university or college that is the applicant for this grant. 2. Clearly identify match as at least 1:1, with a required 100% cash match. Tuition remission for research support personnel will be considered cash for purposes of calculating the match. 3. State whether this proposal is the only submission or one of two submissions in this funding cycle from the research institution.
3. Research	
3.1 Research Agenda of the Institution	<p>Describe your institution's research agenda, both in the near- and long-term. Identify key investments in faculty, staff, equipment, and infrastructure that your institution has made, and plans to make, to:</p> <ul style="list-style-type: none"> ▪ Sustain an established area of research excellence; ▪ Investigate the next recognized area of inquiry; ▪ Pursue new, riskier areas of scientific, medical or public health research inquiries; ▪ Apply new technologies to established practices; ▪ Create and test new technologies; and/or ▪ Foster inter-disciplinary and inter-institutional collaborations. <p><i>(This section should be no longer than one page in length.)</i></p> <p>In addition, provide a letter of institutional support signed by the highest-level administrator responsible for research (e.g., Provost, Vice or Associate Provost for Research, Chief Academic Officer, etc.) confirming that the proposal aligns with the priorities of the academic institution.</p>

3.2 Relevance of the Proposed New Faculty Position to the Research Agenda	<p>Describe the relevance of the primary focus area of the proposed new faculty position to your institution's research agenda. Explain how this focus area is likely to enhance existing research capabilities; why this focus area is critical to scientific, medical, or public health research; and the extent to which competing research institutions are investing in this focus area.</p> <p>Describe the organizational context of the proposed new faculty position and outline any expected professional collaborations, overlapping research areas, or interdisciplinary relationships. Identify existing research staff and resources devoted to this area of focus, as well as available funding based on the institution's current budget.</p> <p><i>(This section should be no longer than two pages in length.)</i></p>
3.3 Promise and Significance of Focus Area	<p>Explain the promise and significance of this particular focus area within the life sciences. Identify the potential advances in basic science, medical treatment, or public health applications to which the research is directed. Describe the status of related research efforts in this focus area; and available governmental and industry funding resources to support these investigations.</p> <p><i>(This section should be no longer than two pages in length.)</i></p>
3.4 Relevance of Research to Massachusetts	<p>Describe how this research will contribute to the Massachusetts economy and/or have a potential impact on the public health of citizens of the Commonwealth in the short- and long-term. Estimate, if feasible, the degree to which funding sources are targeting this area as one of their primary areas of investment. Indicate the level of interest in this area by doctoral and post-doctoral students, and the potential to increase student enrollment in your institution.</p> <p><i>(This section should be no longer than two pages in length.)</i></p>
4. Recruitment Activities and Cost Structure	
4.1 Recruitment Activities	<p>Describe the process that the institution is conducting, or plans to use, to recruit nationally prominent faculty for the designated position, including dates for critical milestones. Applicants may identify prospective faculty recruits if they so choose.</p> <p><i>(This section should be no longer than one-half page in length.)</i></p>
4.2 Value of Funding to College or University	<p>Describe the financial circumstances that require this investment of state funding to implement recruitment for this faculty position. Provide information regarding customary recruitment packages for the caliber of faculty required by the solicitation.</p> <p><i>(This section should be no longer than one-half page in length.)</i></p>

4.3 Budget Summary	<p>Provide details on the likely recruitment package for the new faculty position, including the following :</p> <p>1) Salary and benefits for the faculty position (Note: MLSC funding and the university/college match contribution may not be used for the salary and benefits of the faculty filling this position. Thus, it is not included in the attached budget form.)</p> <p>Using the attached budget form, provide details on the following:</p> <p>2) Research support</p> <ul style="list-style-type: none">▪ salaries and benefits (including tuition remission packages) of research support personnel, including post-doctoral fellows and graduate students;▪ research materials, reagents, supplies and software;▪ purchase and care of laboratory animals;▪ laboratory build-out and equipment (limited to 25 percent of the total project costs);▪ travel essential for research and/or workshops sponsored by funding agencies; and▪ indirect costs for the activities related to the new faculty position.▪ Funding requested from MLSC for research support
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