Core Facilities Administration

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What does CFA do?

• Core Facilities Administration provides financial support, administrative oversight, professional development, assessment and communication of shared research resources to advance the research mission of Northwestern University.

  – Institutional Policies and Procedures
  – Federal Regulations and Compliance
  – Annual Report Review
  – Program Review
  – Inter-Institutional Activities (OAI, Cores at Argonne, SHyNE)
  – Marketing and Communications (business consulting, support services, website, brochure)
CFA Team

Phil Hockberger  
Associate VP for Research

Andrew Ott  
Director of Core Facilities

Steve Matz  
Director of Facilities and Planning

Aaron Rosen  
Senior Financial Analyst

Sasha Mechetner  
Administrative Assistant
What are Core Facilities?

- Core Facilities are centralized research laboratories with state-of-the-art (expensive) equipment
- “Recharge Centers” operating under a fee-for-service model, with the mission of enabling research at Northwestern
  - Department Core Facilities serve researchers in a single department, earning revenue less than $30K/year
  - University Core Facilities serve researchers in multiple departments, earning revenue greater than $30K/year
  - Clinical Core Facilities serve the research needs of researchers/clinicians engaged in clinical research studies
- Cores provide centralized services to researchers:
  - Genomics/Proteomics/Animal Model services
  - Synthesis and characterization of biomolecules (small molecules, peptides, proteins)
How are Core Facilities Supported?

- **Central Oversight of University Core Facilities**
  - Administrative and Financial Services (NUcore)
  - Rigorous Evaluation of Annual Reports (Awards)
  - Policies and Regulations (Federal, University)
  - Professional Development Opportunities

- **Annual Financial Support**
  - OR (approx. $2M/yr)
  - Centers, Schools, Departments (approx. $2M/yr)

- **Construction and Improvements of Space for Core Facilities**
  - [http://www.researchspace.northwestern.edu/](http://www.researchspace.northwestern.edu/)
How are Core Facilities Supported? (cont’d)

- **Office for Research Equipment Grants**: two competitive rounds per year, support equipment purchases up to $100K, ReLODE loan program up to $500K (10 yr. to pay back)
- **Office for Research Operating Support**: requested via the Annual Report, supports expenses not allowable on recharge, facility growth, unexpected expenses
- **FSM Dean’s Office Support**: competitive, single round per year, provides subsidies for cores serving FSM researchers
- **Voucher Program**: when a PI donates *new* equipment to a core facility, they are eligible for a voucher to use the equipment
Additional Support of Core Facilities

• Schools and Departments provide operating subsidies or annual deficit coverage to core facilities
• Core-specific grants reduce the operating costs (NIH RHLCCC grant and other P30’s, NSF MRSEC grant)
• External users charged a higher rates - especially commercial users that can help a core facility balance its budget (some transactions may be taxable!)
CFA and Research Administration

• NUcore
  – Purchase items, request services, schedule instruments, billing, journaling
  – Allows RA’s and BA’s to see grant money spent in cores
    – nucore@northwestern.edu
    – sites.northwestern.edu/nucore
CFA and Research Administration (cont.)

- Instrumentation Grants (NSF MRI, NIH S10) letters of intent submitted to CFA/reviewed by Associate VPR
- Collection of summary statements for instrumentation proposals
How can I learn more about Core Facilities?

• **Visit our website:** [http://facilities.research.northwestern.edu](http://facilities.research.northwestern.edu)

• **Internal Opportunities**
  – Core Facility Listserv
  – Quarterly Brown Bags + Quarterly NUcore Tech Talks
  – Kellogg Course: Leadership and Management in Core Facilities

• **External Opportunities**
  – National: ABRF (Association of Biomolecular Resource Facilities)
  – Regional: MWACD (Midwest chapter of ABRF)