

# Lymphatic Malformation Institute

## *Funding Agreement*

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This agreement serves a contract between the Lymphatic Malformation Institute (LMI) and the principle investigator and his/her sponsoring institution for the grant listed below. To receive funding the PI and sponsoring institution must agree to, and abide by, all conditions outlined in this funding agreement. Failure to do so will result in the immediate termination of funding with return of all unused funds to the LMI.

### I. FUNDING REGULATIONS

1. LMI funds shall not be applied to any **indirect costs**, including, but not limited to, administrative costs, institutional overheads, purchase or rental of office space and/or equipment, etc.
2. In case the execution of the project requires hire of new **lab personnel** (technicians, graduate students and/or postdoctoral fellows), the funding period shall begin only after the hiring is complete. In the interim, LMI shall provide the grantee with a letter of commitment to facilitate the hiring process. Any changes in personnel during the course of the project must be communicated to the LMI in writing.
3. Once approved, funding is contingent upon the prompt procurement of the relevant **approved protocols** (IACUC, IRB etc.) for conducting the research. Protocol lapses or suspensions must be reported to the LMI in writing within seven days of these administrative actions.
4. Permission for **re-budgeting** in any cost category during the course of the funding period must be obtained in writing from the LMI.
5. Requests for **No Cost Extensions** (NCE) must be made in writing to the LMI 60 days prior to the end of the funding period using the LMI template.
6. LMI must be acknowledged as a **source of funding** in any publication resulting from research using LMI funds. The Principal Investigator will provide a PDF copy of manuscripts immediately following publication.
7. LMI reserves the right to **terminate funding** at any point if the grantee violates any of the contractual terms listed in this agreement, fails to make a good faith effort to carry out the agreed-upon experiments or adhere to the experimental timeline, or experiences a change in personnel or status that renders the completion of the project impossible.
8. All unused funds shall be returned to LMI within 60 days of project completion or termination of funding unless an NCE has been approved.

## II. REPORTING REQUIREMENTS

1. The Principal Investigator is required to provide **progress reports** to the LMI in accordance with the schedule outlined in the Letter of Award using the LMI template.
2. The Principal Investigator shall be required to provide **budget reports** to the LMI in accordance with the schedule outlined in the Letter of Award using the LMI template.
3. The Principal Investigator shall provide a two-page **final research report** to the LMI within 60 days of completion of funding using the LMI template.

## III. DATA AND MATERIAL SHARING

LMI values the importance of scientific collaboration through peer reviewed publication and the timely sharing of final datasets and tangible research materials (i.e., plasmids, animal models, antibodies) generated with funding from the institute. Data should be made as widely and freely available as soon as possible while safeguarding the privacy of participants and protecting confidential and proprietary data. If a dataset is too large to be included in publication, the PI should make it publicly available through links or a repository that has been agreed upon by the research community for a specific type of dataset (such as GenBank for DNA sequences). Materials such as organisms, cell lines, and plasmids, can be made available through a repository or by sending them out directly to requestors. LMI expects the timely release and sharing of data and research materials to be no later than the acceptance for publication of the main findings. In the unusual circumstance where the results are not published, the PI will make the final dataset and any tangible research materials publicly available no later than 1 year following the completion of funding.

**SIGNATURE PAGE**

**GRANT TITLE:**

**INSTITUTION:**

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**Principal Investigator** (Sign, name, date)

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**Institution Representative** (Sign, name, title, date)

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**Tiffany Ferry, President, LMI**