Maryland Stem Cell Research Fund
Frequently Asked Questions

1. **Can seasoned investigators apply for the MSCRF Launch Grant Program if they haven't worked in stem cell research?**

    Yes, seasoned investigators can apply provided they have not received any prior MSCRF awards and don't have any publications or grants related to stem cell research. Applicants are encouraged to reach out to MSCRF team in advance of their application submission to discuss their eligibility for the Launch Grant Program.

2. **Can research associate in a non-tenure track position apply for the MSCRF Launch Grant Program?**

    The Launch Grant Program is primarily intended for tenured track scientists; however, exceptions may be granted for individuals in non-tenure track roles. Non-tenured scientists interested in applying should contact MSCRF to discuss their eligibility prior to applying. They are required to provide a detailed rationale explaining why they should be considered for this grant. Upon approval from MSCRF, they may proceed with submitting their application for the Launch Grant Program.

3. **I am involved with two different projects as Principal Investigator ("PI"). Can I apply separately for both projects?**

    No. An individual may only serve as the PI in one application per MSCRF funding cycle. However, you may participate as a co-investigator or collaborator in any number of applications under the RFAs.

4. **Under the postdoctoral Fellowship grant, if a post-doctoral fellow (PI) leaves the Maryland-based institution after funding is awarded, can the Mentor appoint a replacement and retain the grant?**

    No. For the Postdoctoral Fellowship grant, the designated post-doctoral fellow is the PI and is evaluated based on their potential. The grant cannot be transferred to another individual.

5. **Can we submit an application with non-human stem cells?**

   No, as per our State Statute language, we only fund research directed to human stem cells.

6. **Does the Postdoctoral Fellowship Grant Program have any requirement about the applicant's citizenship?**

   No, applicant's do not have to be citizens to apply. However, the research funded by MSCRF must be conducted in the state of Maryland.

7. **Do the Grants include indirect costs (IDC)?**

   Some do and some don't, please review the RFAs. In any case, IDC are limited to 15%.

8. **Is The Maryland Stem Cell Research Fund using an online submission process?**

   Yes, all applicants (PI) must register to the system and create an account or use their existing account.

9. **How do I register to the system?**

   Follow the instructions and link provided in the RFA.

10. **What happened to the Letter of Intent (LOI)?**

    Due to applicants' requests to shorten the review time, we no longer require an LOI.

11. **I was trying to reset the password for the MSCRF proposal submission site, but I don't remember setting a login name, which is required to reset or retrieve the password. Would you be able to help me find the login name?**

    Your login name is the email address you used in the system; it is case sensitive. If unsuccessful, please contact MSCRF at mscrfinfo@tedcomd.com for technical support.

12. **Do I need to register with TEDCO's online submission site for each new application I submit?**

    No. An individual only needs to register once to be eligible to apply for any MSCRF grant program.

13. **How can I confirm that the application has been submitted correctly?**

    After submission, you will receive an email confirmation. If you don't receive it, first check your spam or junk folders. Make sure to add mscrfinfo@tedcomd.com to your safe

sender list to avoid missing important notifications. If you still haven't received the confirmation, contact MSCRF (mscrfinfo@tedcomd.com) for assistance.

14. Is there a deadline for institutional approval?

Yes, institutional approval must be included in the application. This approval must be a letter signed by an authorized administrative officer from the institution.

15. Should the attachments be in PDF or Word?

Only PDF format is acceptable. Please ensure that all word document templates are converted to a single PDF file prior to upload.

16. Can MSCRF Funds be used to support out-of-state personnel or expenses?

No. MSCRF funds must be expended within the State of Maryland. This means that out-of-state personnel or any related expenses are not allowable. However, collaborations with non-Maryland based organizations or individuals may be allowable as long as the applicant can demonstrate that none of the MSCRF funding will be expended outside the State of Maryland.

17. For the MSCRF Discovery Program, is the $350,000 cap for direct costs only, or does it include indirect costs as well?

The $350,000 cap includes both direct and indirect costs. Indirect costs may not exceed 15% of the total proposed amount. Therefore, if you request the full $350,000, your maximum indirect costs would be $52,500, and your maximum direct costs would be $297,500.

18. Does MSCRF follow the NIH salary cap rule?

Yes. Additionally, MSCRF recommend that applicants use a significant portion of the grant for performing research activities.

19. Is the $5000 domestic travel and conference expense limit for the entire 2-year period or per year?

The $5000 limit is for the entire 2-year period of the award.

20. Can I apply for second-tier funding for a previous MSCRF grant after the second-year progress report?

Second-tier funding cannot be awarded retroactively. The request for second-tier funding must be included in the application at the time of submission. Please see the requirements for requesting second-tier funding in our RFAs.

21. Can out-of-state consultants be included in an MSCRF Discovery Program proposal?

Yes, out-of-state consultants, investigators, and collaborators may be included in a proposal as long as no MSCRF funds are used to support their work or associated costs. All MSCRF expenditures must remain within Maryland.

22. For the MSCRF Discovery Program, who should provide the Institutional Support Letter?

The Letter of Institutional Support should typically come from your Department Chair.

23. Is a Collaboration Plan required for Discovery applications, and who should it describe?

A Collaboration Plan is typically used for external collaborators (e.g., those from other institutions or organizations), especially when there's a subcontract involved. However, it is not strictly required unless the PI believes it will strengthen the proposal.

24. How long can the biosketch be for key personnel in the MSCRF Discovery Program application?

The Principal Investigator (PI) and Co-Principal Investigator (Co-PI) may each submit a biosketch of up to 5 pages. All other key personnel, including senior co-investigators, are limited to 2 pages for their biosketch.

25. Who is required to submit an "Other Support" document with the application?

Only the PI is required to submit the 'Other Support' document.

26. Can the PI's Other Support be submitted in NIH format instead of the TEDCO-provided form?

No. Other Support must be submitted using the form provided in the application submission portal. Be sure to follow this format to ensure compliance with application requirements.

27. I've registered on the new portal but still can't log in. What should I do?

If you continue to experience login issues after registering, please contact mscrfinfo@tedcomd.com for technical assistance.

28. I submitted my application, but I am not receiving the email notification about its status. What should I do?

If you haven't received email notifications after submitting your application, it could be due to a system error or a misconfiguration. Confirm that the correct email is entered in the submission portal, and make sure it's the one associated with your application. If the issue persists, contact MSCRF directly at mscrf@aibs.org for assistance in resolving the notification problem.

29. Can an international collaborator be included in a MSCRF applications?

Yes, you may include collaborators from outside the U.S., as long as no MSCRF funds are expended outside the State of Maryland.

30. Does the organization need to be a U.S.-based company to be eligible for the MSCRF Clinical Program grant?

No, the organization does not have to be U.S.-based to be eligible for the MSCRF Clinical Program grant.

31. Would a non-U.S. company conducting a stem cell clinical trial in Maryland be eligible for the MSCRF Clinical Program grant?

Yes, a non-U.S. company conducting a stem cell clinical trial in Maryland is eligible for the MSCRF Clinical Program grant, as long as the trial is conducted at a clinical trial site in Maryland and meets the other required criteria.

32. Can a company outside of Maryland apply for MSCRF funding?

Yes, as long as the research proposed by an applicant company is performed in the state of Maryland and no MSCRF funds are not expended outside of Maryland.

33. What are the regulatory documents that required by MSCRF in order to initiate the project and disburse the first installment of funds?

The necessary regulatory documents include the following:

• Institutional Review Board (IRB) approval or exemption, including the Applicant's name, project title (matching the title of the Award), and expiration date that has not yet passed.

• Institutional Animal Care and Use Committee (IACUC) approval if animal work is to be conducted, including the Applicant's name, project title that matches the award's title, and expiration date that has not yet passed. In the event the title of the approved IACUC protocol is different, an official letter from an authorized IACUC representative must be furnished to indicate that the animal research to be conducted under the newly awarded MSCRF Research Project is covered under that IACUC protocol.

• Stem Cell Research Committee (SCRO) approval or exemption including the Applicant's name, project title that matches the award's title, and expiration date (that has not yet passed) if the research involves embryonic stem cells. In the event the title of the SCRO approval/exemption is different, an official letter from an authorized SCRO representative must be furnished to indicate that the stem cell research to be conducted under the newly awarded MSCRF Research Project is covered under that SCRO approval/exemption.

34. What are the reporting requirements?

The specific reporting requirements for each program can be found in their corresponding RFAs. In general, and at a minimum, each awardee is required to submit a mid-term project report on the MSCRF portal typically at the halfway point through their project, the link to which will be provided in advance of the submission date by MSCRF. Similarly, awardees are required to submit a final report on MSCRF portal with all the associated documents at the completion of the project.