

This document provides additional guidance for applicants for the 2024 DISC4/ReMIND-L award regarding (1) changes in core team composition during the award period and (2) CIRM's expectations and processes regarding matching funds from application submission through to award management.

This document will be posted on the ReMIND landing page and emailed to participants who had signed up for the ReMIND webinar conducted on Jan 8, 2024, as well as investigators who have previously reached out to CIRM staff for feedback/consultations on this award.

Changes in co-Investigators during award period

Due to the collaborative nature of the ReMIND program, for any various administrative and/or programmatic modifications pertaining to the co-Investigators within an awarded team, CIRM will require a Prior Approval Request (PAR). Prior Approval Requests are initiated by the PI in the Awards area of our Grants Management System. Proper justification must be provided. Additionally, co-Investigators cannot be changed within the first 6 months of the award period. This requirement will be added to the Terms & Conditions of the Notice of Award.

What are allowable matching funds?

Per the Program Announcement, CIRM will fund direct project costs of up to \$8,000,000 per award over a duration of 4 years. Additional funding of up to \$0.5 million per award per year (hereafter called “supplemental funds”) may be requested IF an equivalent (or larger) amount of matching funds is provided, and the research activities or expenses supported by matching funds are described and well justified.

Matching funds are contributions to the project that may take the form of cash funds or verified in-kind contributions. The matching funds or in-kind contributions may come from any non-CIRM funding source (institutional or third party) arranged by the applicant and may be contributed by either CA or non-CA sources.

Matching funds must be applied to direct project costs for the following expense categories only:

1. Salary for full time employees. Calculations should be based on base salary (capped at CIRM maximum, does not include associated benefits or indirect costs) and adjusted by the percent effort committed to this award. To ensure eligibility, CIRM strongly recommends applying this to core team members only (PI and co-I).
2. Research supplies and resources. These must be dedicated specifically to this award and should not include general lab supplies or inventory.
3. Facilities with existing recharge rates, including equipment and computational/cloud infrastructure or data storage. Usage proposed should be consistent with research proposal.
4. Third-party subcontracts. This includes workflow contributed by collaborating labs. This should be limited to work performed or services rendered during the period of the award.

The following uses of matching funds are not permitted in DISC4/ReMIND-L awards:

- Travel and lodging.
- New equipment purchases.
- Tuition, fees and stipends.
- Construction and renovation of lab space or facilities.
- Administrative overhead and in-directs costs.

Unallowable project costs and activities (see [CIRM Grants Administration Policy for Discovery, Translation and Education Projects](#)) cannot be charged to CIRM funding nor accounted for as part of the Awardee's matching funds contribution and include but are not limited to visa expenses for foreign nationals, malpractice insurance, furniture, telephone equipment, personnel recruitment, receptions, gifts, lobbying expenses, equity compensation, fines or penalties not related to costs incurred to comply with

the terms of the award, cost of food or meals unrelated to allowable travel expenses, construction or renovation of physical infrastructure and attorneys' fees related to litigation and patent defense, including any administrative action either prior or subsequent to the grant of a patent, such as oppositions, interferences, re-examinations and other similar administrative actions, that are outside of the scope of normal patent prosecution for that jurisdiction.

What information is required in the application for matching funds?

- Proposal (upload section) – Research Plan

Expenses covered by matching funds must be described in the research proposal in the research plan. Include a brief statement at the end of this section titled "Matching funds" highlighting any project components funded through matching fund contributions. References to relevant segments in the research plan will suffice (e.g. "Sections 5a-c: Single-cell analysis of patient derived PBMCs are contributed by collaborator XX at no cost to the team")

- Budget Justification (upload section) – Part C.

Provide a narrative justification that describes the basis of the Total Matching Funds/In-Kind Support in the proposed budget that includes the source of funding, activities supported, and funds available and/or cash value.

- Budget worksheet (upload section) – Combined tab row 40

Enter the total value of matching funds contribution for each year of the award.

- Matching funds section (Online Application)

List the name of each source of matching funds (if applicable) and the amount of matching funds from each source.

- Additional documentation

If available at the time of application, documentation demonstrating the commitment of funds/in-kind contributions should be uploaded in the Quotes and Other Budget Data in the Uploads section.

During eligibility review

After application submission window has closed, and prior to Grants Working Group review, CIRM staff will assess the proposed matching funds contribution and determine if (1) they have been proposed to cover allowable expense categories as detailed above, (2) if the project elements contributed are well described and justified and (3) if they are likely to be verifiable.

If all or part of the Matching funds are deemed ineligible for one or more of these reasons, applicants may be asked to withdraw the proposed matching funds and make adjustments to the overall budget or proposal.

How will matching funds be monitored during the project period?

During just-in-time (JIT) submission and pre-funding administrative review (PFAR) CIRM will request documentation that demonstrates the commitment of funds/in-kind contributions to cover the necessary matching funds *must* be provided (e.g., copy of executed term sheet showing amount of contribution, conditions and source). CIRM retains the right to adjust final award funding and research plan (including milestones) during pre-funding administrative review of matching fund commitments.

Supplemental funding will be disbursed on an annual basis which is contingent upon submission of verification of receipt and appropriate use of matching funds during the preceding budget year. Failure to provide this verification, could result in a reduction in the scheduled supplemental funding.