

Memorandum

To: Members of the ICOC
From: Elizabeth Noblin, PhD, Fellow, Program Development and Portfolio Management
Gil Sambrano, PhD, Vice President, Portfolio Development and Review
Rafael Aguirre-Sacasa, JD, General Counsel
Re: Revised EDUC1 Concept Plan
Date: March 26, 2026

Background

CIRM requests ICOC approval of a revised EDUC1 concept plan that modernizes how CIRM supports mission-critical scientific and programmatic meetings. The revision is responsive to meeting-related recommendations presented as part of the Strategic Allocation Framework and is expected to provide flexibility, efficiency, and cost savings for EDUC1 meetings. The Science Subcommittee unanimously voted to approve the EDUC1 concept updates in the meeting on March 19, 2026.

Revised EDUC1

Historically, CIRM supported conferences by issuing awards. The revised concept migrates to a contract-based model for meeting execution and logistics. Under this approach, CIRM would competitively procure an umbrella Master Service Agreement (MSA) with one or more qualified meeting-planning vendors and execute conference-specific Scopes of Work (SOWs) to support individual meetings as program needs arise.

This model is designed to provide several benefits:

- **Speed and reduced repetition:** An umbrella MSA reduces the need for repeated procurement and negotiation for each meeting. CIRM can both consistently manage recurring meetings (like trainee conferences and awardee network meetings) and rapidly initiate planning for new meetings through meeting-specific SOWs.
- **Consistency and cost control:** Standardized terms and deliverables support consistent compliance, clear budgeting, and financial reconciliation. Working with the same vendor(s) across multiple meetings could provide cost efficiency.
- **Flexibility retained:** Each meeting-specific SOW can establish decisions or activities retained by CIRM or delegated to meeting organizers as needed for the meeting objectives.

The revised concept incorporates SAF recommendations to maintain the intent of prior EDUC1 “Mechanism 2”, in which CIRM defines the programmatic need and works closely with meeting organizers to ensure the meeting or conference addresses that need. Meeting organizers retain responsibility for planning, logistics, execution, and reporting.

Delegations Requested

To enable timely execution, CIRM requests that the Board delegate authority to the CIRM President within the parameters established in the EDUC1 concept plan to:

- Execute and approve an umbrella MSA for meeting-planning services resulting from a competitive solicitation, and
- Approve and execute conference-specific SOWs under the MSA, including associated amendments, for costs up to \$500,000, within the allowability and requirements established in the concept plan.

This delegation is a continuation of authority that had previously been delegated to the CIRM President under the legacy EDUC1 concept. Historically, the CIRM President has had the authority to:

- Issue an RFA calling for meeting organizers (such as academic institutions, professional and scientific societies, and other organizations that convene conferences and events) to respond to a specified CIRM meeting need.
- Approve and issue an award up to \$500,000 within the allowability and requirements established in the concept plan.

Under this delegation, CIRM will follow internal written procedures to (1) approve meeting-specific SOWs and (2) track and report on meeting budgets and outcomes.

CIRM Purchasing Policy Exemption

CIRM is requesting a limited exception to the CIRM Purchasing Policy. Under the Purchasing Policy, contracts exceeding \$250,000 annually require approval by the Governance Subcommittee and contracts exceeding \$500,000 annually require approval by the ICOC.

To enable efficient implementation of this Concept Plan, CIRM proposes that approval authority for vendor engagement Scopes of Work executed pursuant to the EDUC1 Concept Plan be delegated to the President and CEO as described above, notwithstanding the approval threshold set forth in the Purchasing Policy that would require Governance Subcommittee approval first. This delegation is intended to facilitate the timely engagement of specialized vendors and service providers necessary to support implementation of the Concept Plan.

This requested exception is limited solely to vendor engagements undertaken in furtherance of this Concept Plan and does not modify the underlying requirements of the Purchasing Policy for other CIRM procurements.

To preserve transparency and Board oversight, CIRM will identify and report all vendor engagement Scopes of Work executed under this Concept Plan in the semi-annual contract reports provided to the Governance Subcommittee and the annual contract report provided to the

ICOC, consistent with the reporting framework established in the Purchasing Policy. ICOC will also be asked to approve annual EDUC1 program budgets as part of the existing budget approval process.

Requested Action: The CIRM team requests that ICOC approve the revised EDUC1 concept plan to ICOC, including delegation of authority to the CIRM President to execute an umbrella MSA for meeting planning services and to approve meeting specific SOWs under that MSA of up to \$500,000 per SOW.