

**James & Esther King Biomedical
Research Advisory Council (BRAC)
Meeting Minutes**

**12/7/2004
3:00 PM to 4:00 PM
Teleconference**

Attendees:

Clyde McCoy, Chair
Jane Gibson, Vice-Chair
Ed Block
Richard Bookman
Karen Dow
Sigurd Norman
Susan Phillips

Guests in Attendance:

Sherry Beasley – Florida State
University
Mary Bernard - Lytmos Group
Mary Owen
Peggy Shults - Lytmos Group
Nicole Souder-Schale – American Heart
Association
Mae Waters – Florida State University

Not attending:

Douglas Schocken
Richard Schoephoerster
Derya William

Council Discussion Highlights

TSP Matching Guidelines:

A minimum of 25% matching funds will be required from Research Institutions for TSP awards; allowable contributions will include:

- The difference between salaries requested from grant funds and salary paid for project team members by the institution, consistent with the percent of effort committed to the funded research
- Waivers or subsidies of usual fees for core facilities or resources

Unallowable costs for matching purposes will include:

- Salary support for secretarial or administrative assistance
- The value of space allotted

It was emphasized that the TSP proposal evaluation criteria will include the quality of the matching funds.

Action Item: Incorporate language clarifying these guidelines into the upcoming Call for Grant Applications prior to distribution.

Other feedback regarding 2005 – 2006 Call for Grant Applications Draft: The following changes to the most recent draft were identified:

- The allowable Overhead Rate will remain at 5% per statutory requirements.
- The language regarding the term of TSP grants will be modified to highlight the two-year eligibility, similar to that used for potential term of the NIR awards
- In order to be an eligible PI for an NIR award, a postdoctoral researcher in the final fellowship year must be a full-time faculty member by the award activation date, as well as meet the residency requirements
- The calendar deadline for IACUC and local IRB approvals will be 5:00 p.m. EDT April 22, 2005
- TSP applications must include a demonstration of coordination, interrelationships and synergy among the research projects.

Action Item: Incorporate language clarifying these guidelines into the upcoming Call for Grant Applications prior to distribution.

Other feedback regarding 2004 Annual Report draft:

More information should be incorporated to highlight important research results in the body of the report, with less emphasis given to additional research dollars won by grantees.

Action Item: Modify narrative in body of current Annual Report Draft as described above.

Next BRAC meeting: The next meeting will take place in Tallahassee on January 10, 2005 from 8:30 a.m. to 3:30 p.m. The following meeting is planned for Thursday, May 12, 2005 in Orlando.

Public Comments: Public comments were solicited at the end of the meeting and none were offered.