

RPPR INSTRUCTIONS

U42 Grants That Support Mutant Mouse Resource and Research Centers (MMRC)

Introduction and Rationale. Please see the Introduction and Rationale at the beginning of the section on RPPR instructions. The information suggested below does not replace the narrative sections of the RPPR. For information specific to the MMRRRC U42 grants, please include the following in the RPPR:

1. For animal colonies or strain repositories. Include this information in Section C.5.a, “Other Products” of the RPPR. For the Reporting Period, please report only animal strains which are or will be used for distribution to the biomedical community, not the ones used for internal operations, such as breeding or collection of embryos etc.:

- A. The number of strains in the repository (alive + cryopreserved + in progress but not ready for distribution)
- B. The number of cryopreserved strains in the colony
- C. Number of strains kept live on the shelf at the moment of reporting
- D. Number of strains in progress (i.e., arrived at the Center, not ready for distribution) at the moment of reporting
- E. Total number of new strains acquired during the reporting period (alive + cryopreserved + in progress but not ready for distribution)
- F. Total number of new strains cryopreserved during the reporting period

Suggested format for items 1- A-F:

Total number of strains in resource	Total number of cryopreserved strains in the resource during the reported period	Number of strains maintained live on the shelf (snapshot at a time of reporting)	Number of strains in progress (arrived but not ready for distribution - snapshot at a time of reporting)	Total number of new strains acquired during the reporting period	Total number of new strains cryopreserved during the reporting period
150	100			25	20

- G. Distribution of animal strains. Report the number of orders fulfilled; if an order contains multiple strains, report number of strains.

Suggested format for Item 1-G:

Number of orders received	Total number of orders fulfilled from cryopreserved germ cells + animals on the shelf	Number of animals distributed	Number of different strains distributed
120	100/40+60	500	60

2. Distribution of other biological materials. Include this information in Section C.5.a, “Other Products” of the RPPR. Note that a Resource may distribute both animals (as listed in Item 1 above) and biological materials (as listed in Item 2, below). For the Reporting Period, include:

- A. Number of items in the collection, broken down by category (e.g., germ plasm, DNA constructs, antibodies, tissues etc.). This does not refer to the number of vials or aliquots of an item; e.g., 100 vials of mouse sperm of specific strain = 1 item
- B. Number of items distributed, by category. This refers to a shipment of a given item, irrespective of the size of the shipment; e.g. shipment of 10 vials of mouse sperm of specific strain on one order = 1 item.
- C. Number of orders fulfilled for each item during the reporting period. If an order contains multiple types of the same item (e.g., multiple different types of germ plasm), report this as one order.
- D. Number of each category acquired during the grant year. This refers to the item itself, not to the number of vials or aliquots, e.g., of 10 vials of mouse sperm of specific strain = 1 item.

Suggested format for Items 2 – A through D:

Category / Species	Number of items in the collection	Number of items distributed, by category.	Number of orders fulfilled.	Number acquired
Example: Sperm samples	100	1000	100	20

3. For the Reporting Period, include:

- A. Services. Include this information in Section C.5.a, “Other Products” of the RPPR. Report:

For those Resources with a service component: Report a brief list of services, if not covered above (e.g., cryopreservation for clients, re-derivation, genetic analysis, etc.) Indicate if this is a new service added in the reporting period.

Suggested format for Item 3-A:

Service / brief description	New: yes / no
Example: Cryopreservation of mouse embryos.	No
Example: Re-derivation of mouse mutants	Yes
Etc.	

B. Users of the Resource. Include this information in section G.1, “Special Notice of Award and Funding Opportunity Announcement Reporting Requirements” of the RPPR. Report:

1. The recipient institutions (broken down by Country). Where possible, report number of independent user accounts used.

Suggested format for Item 3-B1:

Institution/Country	# of User Accounts
Example: Harvard University / USA	25
Example: Cambridge University / United Kingdom	3
Institution 3, etc.	

2. The number of grants supported, broken down by funding agency and/or commercial entity. For grants from the NIH, provide a breakdown by Institute or Center, where this information is available.

Suggested form for Item 3-B2:

Funding Agency	# of grants supported
Example: NIAID	50
Example: NCI	75
Example: DOD	15
Etc.	

C. Number of Publications. List these in Section G.1, “Special Notice of Award and Funding Opportunity Announcement Reporting Requirements” of the RPPR. Report the number of articles in various categories published during the reporting period. Do not include: articles in preparation or in press, abstracts or book chapters. In all cases, report only those peer-reviewed publications directly attributable to the resource grant in accordance with the NIH public access policy (see <http://publicaccess.nih.gov/>). Report:

1. The number of published articles that cite the Resource by grant number or by name.
2. If available, the number of published articles that used the Resource but did not cite it.
3. The number of published articles that were specifically supported by the Resource grant funds (e.g. for the Research component).

Suggested Format for Item 3-C:

Category of article	Number of articles published in the reporting period
Articles that specifically cited the Resource (by name or grant number).	
Articles that used the Resource, but did not cite it.	
Articles specifically supported by the Resource grant funds.	

D. Trainees: Include this in Section B.4, “What opportunities for training and professional development has the project provided” of the RPPR. Report:

Numbers of personnel trained directly by the Resource during the reporting period, broken down by: Postdoc, Grad. Student, Undergrad, Visiting Scientists, other categories, as specified by the Resource (e.g., educators).

Suggested format for item 3-D:

Type of trainee	Number of trainees
Postdocs	
Graduate Students, etc.	

E. Outreach. Include this in Section C.5.a, “Other products” of the RPPR. Report:

A brief statement summarizing how the Resource is advertised. Mechanisms can include: journal ads, presentations at conferences, website, fliers/brochures, webinars, mobile exhibits, presentations at schools and other public facilities, others, as specified by the Resource.

F. Financial Support for the Resource: Include this information in Section G.1, “Special Notice of Award and Funding Opportunity Announcement Reporting Requirements” of the RPPR. Provide:

A table showing (in dollars) how the Resource was supported during the reporting period, broken down by: Direct Costs of the ORIP grant, Program Income, Other Sources of Support. If program income is reported, the amount in this table must be the same as the amount reported in Section G.11, “Program Income” of the RPPR. Do not include support (e.g., individual R01 grants) for the PIs or other investigators that does not contribute directly to the Resource.

Suggested format for Item 3-F:

Direct Costs of the ORIP grant	Program Income	Other sources of support	Total support for the Resource
Example: \$500,000	\$200,000	\$100,000	\$800,000

G. Feedback from Users. Include this information in Section G.1, “Special Notice of Award and Funding Opportunity Announcement Reporting Requirements” of the RPPR. Provide:

A brief statement discussing how feedback is solicited and the topics covered (e.g. quality of: the catalog or web site, the ordering process, service delivered, etc.).

If feedback has been solicited, a brief summary of the most significant results, lessons learned and changes made in response to feedback.

Suggested format for Item 3-G

Category	Description
Methods for soliciting feedback	
Topics covered	
Most significant results	
Lessons learned	
Changes made	

H. Doctoral level collaborators. Include this information in Section G.1, “Special Notice of Award and Funding Opportunity Announcement Reporting Requirements” of the RPPR. Provide:

Some resources may have collaborators that are not directly funded by the Resource grant and are therefore not listed in other parts of the RPPR. Examples are affiliate scientists who have contributed materially to the activities of the Resource, but are not funded by the Resource grant. Do not include investigators who have sought advice or who have ordered animals or biological materials. Distinguish between collaborators on the Resource *versus* Research components.

Suggested Format for Item 3-H:

Name and degree of collaborator	Institution	Component (for P40s, specify the Resource or Research component)
Example: John Smith PhD	Stanford University	Research
Etc.		

I. Infrastructure Improvements. Include this information in Section G.1, “Special Notice of Award and Funding Opportunity Announcement Reporting Requirements” of the RPPR. Provide a list of major infrastructure improvements and capital equipment (as defined by the Institution) purchased during the reporting period.

Suggested format for item 3-I:

Type of improvement	Source of support
Example: Renovation of vivarium	NIH grant: 1G20OD12345-01
Example: Flow Cytometer	Institutional funds
Etc.	

J. Approved vendor status. Include this information in Section G.1, “Special Notice of Award and Funding Opportunity Announcement Reporting Requirements” of the RPPR. Describe efforts and provide a list of customer institutions which granted “Approved Vendor Status” for animals from your facility.