



The National Institute for Innovation in Manufacturing Biopharmaceuticals

NIIMBL Faculty Fellows: A Sabbatical in Industry Program Request for Applications

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1. Executive Summary

The mission of the National Institute for Innovation in Manufacturing Biopharmaceuticals (NIIMBL) is to accelerate biopharmaceutical manufacturing innovation, support the development of standards that enable more efficient and rapid manufacturing capabilities, and educate and train a world-leading biopharmaceutical manufacturing workforce. NIIMBL is pleased to announce the pilot of a faculty sabbatical in industry program. The NIIMBL Faculty Fellows program provides financial support for faculty or instructional staff at universities and community colleges to pursue a sabbatical either at an industry member (Tier 1 or Tier 2) or at NIIMBL's Headquarters (NIIMBL HQ) in Delaware to support NIIMBL-led projects.

Funding Opportunity:

Applications for NIIMBL's Faculty Fellows program will be received and evaluated on a rolling basis through December 31, 2023 and as funding permits for this pilot program. Applications must include a brief (2-page maximum) description of the proposed sabbatical in industry along with letters of support from host organization, a copy of home institution's faculty sabbatical policy, and budget with justification. Individuals interested in a sabbatical at NIIMBL HQ would provide a description of their background and expertise as well as any skills they hope to develop as part of their experience. Other requirements that will be required in detail are listed below in this announcement. NIIMBL expects a maximum budget per sabbatical of \$200,000.

Program Objectives and Scope:

The intent of NIIMBL's Faculty Fellows program is to create a diverse and engaged community of academics that can work collaboratively and effectively with industry and represent a variety of disciplines, backgrounds, and institutions. NIIMBL Faculty Fellows will gain valuable experience and exposure to state-of-the-art biopharmaceutical manufacturing, learn about real-world industry challenges, seed new industry-academic partnerships, and strengthen the overall member community.

Generally, sabbaticals will:

- Be hosted at a Tier 1 or Tier 2 NIIMBL Member company or NIIMBL HQ
- Focus on biopharmaceutical manufacturing (e.g., product or process development, manufacturing, MS&T, QA, QC). Fundamental research projects will not be considered.
- Offer clear benefit and return on investment to partners (faculty, company, home institution, NIIMBL) in the project timeframe.
- Not duplicate or reinforce existing relationships and collaborative technology advancement efforts.

Funded investigators will be required to submit a final report upon completion of the sabbatical that demonstrates the benefit and ROI to project partners. Applications must be submitted via the NIIMBL Application Submission Hub (link at Faculty Fellows Program web page)



2. Project Requirements and Eligibility Criteria

Faculty sabbatical applications must comply with the following parameters:

- A sabbatical period of up to 12 months. 12 months is preferred and standard – although NIIMBL may consider shorter summer sabbatical experiences in some cases.
- The maximum total budget per project is \$200,000, subject to budget evaluation and justification.
- Before applying funding from the NIIMBL Faculty Fellows program, PIs should first leverage other available funding, including partial salary/benefits from their home institution and the host organization, when applicable.

Proposer Eligibility:

Eligibility will be limited to faculty and/or full-time staff at NIIMBL academic member institutions with demonstrated experience with Federal cost accounting standards (under 2 CFR 200). Awards will be made only to single institutions.

Company Host Eligibility:

Eligibility will be limited to NIIMBL industry members designated as Tier 1 or Tier 2 at the time of submission as well as NIIMBL's University of Delaware Headquarters (NIIMBL HQ) to support NIIMBL-led projects. Applications involving organizations that are not members of NIIMBL will not be considered.

3. Application Instructions

3.1 General Instructions

Application Information:

Application information will be posted at the Faculty Fellows Program web page found at: <https://niimbl.force.com/s/faculty-fellows>.

Submissions:

Application submissions must be submitted via the NIIMBL Application Submission Hub. Applications will be reviewed and evaluated on a rolling basis beginning March 1st, 2022 through December 31, 2023.

Confidentiality:

Proposers are expected to mark their application submission as "NIIMBL Confidential," in accordance with the NIIMBL Bylaws, limiting access to NIIMBL members or Federal representatives.

3.2 Application Elements

The required Application elements include the following:

1. Project Description (see Sec. 1, up to 2 pages maximum) (See details below)
2. Letter of Support from Host Organization



3. Letter of Support from Home Organization acknowledging institution's faculty sabbatical policy (if applicable)
4. Budget (**Excel file – see template**) and Cost Justification (**MS Word file - see template**)
5. Current and Pending Support (**pdf form – see template**)
6. Biosketch

All documents listed above should be uploaded separately as a PDF (unless otherwise specified). All document templates and an application checklist can be found at: <https://niimbl.force.com/s/faculty-fellows>.

Project Description

The project description must be single-spaced, minimum 1-inch margins, 11-point Arial font (or larger equivalent font). The Application narrative must not exceed 2 pages. Project description must include a proposed start date that is consistent with the home institution timeline for the planned sabbatical. Any prior financial relationship between the individual and the host organization should be described (funding for a research project, consulting, etc.)

Letter of Support from Host Institution

Proposers must submit a letter of support from the organization hosting the proposer's sabbatical. Support letters should reference the proposed start date and should be signed by an Authorized Official for the host company. A letter of support is not required for individuals proposing to work at NIIMBL HQ.

Letter of Support from Home Institution / Sabbatical Policy. Proposers must submit a letter from their home institution (e.g., Department Chair, Dean, or other relevant approver) supporting the proposer's sabbatical, and referencing the institution's sabbatical policy (if relevant). Support letters should reference the proposed start date.

NOTE: This is not a Letter of Intent. If project is selected for award, a meeting will be held with NIIMBL, home institution, and host organization to discuss contracting process and any additional required documentation including a letter of intent signed by an AOR in the sponsored programs if deemed necessary.

Budget / Cost Justification

Provide a budget table (.xlsx) and cost justification (.docx). Allowable expenses include up to 50% of salary, benefits, and F&A for a 12-month sabbatical with a maximum award of \$200,000. Other expenses may be considered with justification. The budget template and separate cost justification template are available for download at: <https://niimbl.force.com/s/faculty-fellows>.

Current and Pending Support

This section of the application calls for required information on all current and pending (C&P) support for ongoing projects and proposals that involve the sabbatical applicant, including this project, and any subsequent funding in the case of continuing grants. All current project support from whatever source (e.g., Federal, State, local or foreign government agencies, public or private foundations, industrial or other commercial organizations, or internal funds allocated toward specific projects) must be listed. The C&P should include the proposed sabbatical work and all other projects or activities requiring a portion of time of the PI, even if they receive no salary support from the project(s). The total award amount for the entire award period covered (including indirect costs) must be shown as well as the number of person-months to be devoted to the project, regardless of source of support. Similar information must be provided for all proposals already submitted or submitted concurrently to other possible sponsors. The C&P template is available for download



at: <https://niimbl.force.com/s/faculty-fellows>.

Biosketches

Provide a biosketch for the PI. While no format is prescribed, biosketches should include, at a minimum, training and background, employment history, list of peer-reviewed publications, prior graduate students and post-doctoral researchers.

4. Application Review and Evaluation

Applications will be reviewed and evaluated against stated program objectives on a rolling basis as funding permits beginning March 1st, 2022 through December 31, 2023 during this pilot program.

5. Award / Post-Award Process

If project is selected for award:

- NIIMBL will convene a meeting with the proposer, representatives from the home institution, and representatives from the host organization to 1) verify sabbatical has been granted/approved by home institution and 2) discuss contracting process and any additional documentation and deadlines. Applicants are encouraged to consider agreement(s) that may need to be in place between the host organization and the home institution that address questions of intellectual property, confidentiality, and other considerations, as needed. All supporting agreements will need to be executed within 60 days of the start of the sabbatical period.
- Funded investigators will be required to submit a final report upon completion of the sabbatical that demonstrates the benefit and ROI to project partners.