

Fund Guidelines for The Institute for Cell Therapy Discovery and Innovation

All expenditures directly related to work on the Institute for Cell Therapy Discovery and Innovation projects must be paid for from funds allocated specifically for the Institute for Cell Therapy Discovery and Innovation initiative. The fund allocations are authorized by Executive Leadership and Institute for Cell Therapy Discovery and Innovation Leadership. The allocations are contingent upon a thorough review and approval process, which includes the development of a business plan and associated budget.

- Expenditures must adhere to the guidelines below and any restrictions established by the donor or granting agency.
- Expenditures must directly support the intended purpose of the specific fund.
- Expenditures may not exceed the allocated amount of funding.

Each individual who receives, uses, or participates in any research or project using this Funding hereby:

- Agrees that, if MD Anderson receives income from the licensing or other commercialization of intellectual property arising from the Funding or activities in connection with the use of the Funding, MD Anderson may first apply such income to MD Anderson's full recovery of the amount of Funding and any other applicable costs or expenses incurred by MD Anderson; and
- Disclaims the right to receive any distribution of a portion of any such licensing or commercialization income that is subject to any rule or policy that describes a potential distribution of income to creators of intellectual property, such disclaimer to be effective until MD Anderson fully recovers the amount of the Funding and any other applicable costs or expenses incurred by MD Anderson.

No individual may receive, use, or participate in research or any project using the Funding except in accordance with the foregoing.

Allowable

- Personnel (professional, faculty, administrative, classified) and fringe benefits (*updated 1/8/2015*):
 - › Clinical chairs: Clinical chairs are currently considered as already receiving special compensation for their departmental leadership roles and not permitted to receive paid effort on Institute for Cell Therapy Discovery and Innovation funds.
 - › Tenured and tenure track faculty, including basic science chairs: Any tenured and tenure track faculty other than clinical chairs, with an appointment requiring paid effort on grants, are permitted to claim up to 10% (of NIH salary cap) on Institute for Cell Therapy Discovery and Innovation funds to count towards their grants requirement. Under rare circumstances, faculty and their department chair may request consideration for contributing greater than 10% paid effort on Institute for Cell Therapy Discovery and Innovation funds to the Institute for Cell Therapy Discovery and Innovation Co-Leaders. Per Institutional policy # ACA0008 *Salary Support on Research Grants* requests for exceptions will be forwarded to the Office of the Chief Academic Officer and Senior Vice President for review and approval. Any exceptions are to be temporary.
 - › Clinical and Research faculty (non-tenure track and non-tenured): Salary commensurate with actual Institute for Cell Therapy Discovery and Innovation effort (NIH salary cap not applicable).
 - › All other personnel (non-faculty): Salary commensurate with actual Institute for Cell Therapy Discovery and Innovation effort.
 - › Paid effort will be audited and reviewed at least annually.
 - › Because Institute for Cell Therapy Discovery and Innovation funding is philanthropic, the 1% effort required for sponsored research does not apply to these efforts. (*updated 1/29/2014*)
 - › Institute for Cell Therapy Discovery and Innovation Funds are not eligible for Institutional Salary Incentive (ISA) (*updated 1/15/2016*)
 - › Fellows, Post baccalaureate Trainee, MD/PhD Student, Graduate Student, Graduate Research Assistant, Residents (*updated 10/15/21*)
- Clinical trial expenses determined as R0 on coverage determination.
- Mandatory Clinical Trial Review and Approval Fees such as: FDA, IRB, IND, Investigational Pharmacy Fees, OnCore Registration Fees, IHC fees. All fees are subject to ICTDI leadership review.
- Clinical and/or research supplies services and minor equipment
- Publication costs

Not Allowable

- Department Administration Fees
- PI Initiation Fees
- Membership dues for professional organizations
- Subscriptions to professional publications
- Registration fees for MD Anderson sponsored events
- Professional or educational development, including tuition
- Cell phone supplement
- Parking for Employees (*updated 8/21/2013*)
- Honoraria
- No Indirect costs (*updated 1/8/2015*)
- Relocation loans/moving expense
- Office/lab furniture, office/lab space rental
- Office equipment and Supplies including business cards (*updated 4/14/2014*)
- Personal Lab equipment including Lab Coats (*updated 4/14/2014*)
- H1B visa fees
- Laptops, tablets, and other personal computing devices
- Business entertainment
- Compensation of Study Subjects (*Please check with Institute for Cell Therapy Discovery and Innovation Operations for possible funding methods*) (*updated 4/14/2014*)
- Food, including office coffee
- Gifts (flowers, memorial contributions)
- Employee awards
- Celebrations or recognition events (including but not limited to birthday, retirement, holiday parties), team building, employee development or appreciation events
- Departmental functions/luncheons
- Any expenditure that does not directly support the intended purpose of the specific fund