MEMORANDUM

TO: Perelman School of Medicine Faculty Members Working with Mice
FROM: Stuart N. Isaacs, M.D., Associate Dean for Animal Research
DATE: July 2024
RE: PSOM Subvention of Mouse Cryopreservation Services

The Perelman School of Medicine (PSOM) will continue its longstanding subvention policy for cryopreservation services of essential mouse strains by the Transgenic and Chimeric Mouse Facility (TCMF). The memo is being updated because the amount of the subvention has been increased.

History
PSOM leadership first established the subvention policy in the aftermath of a mouse hepatitis virus (MHV) outbreak in 2005. The critical role of cryopreservation was again underscored during an epizootic diarrhea of infant mice (EDIM) virus outbreak in 2024. The policy is intended to promote proactive steps such that unique strains are maintained for easy, rapid cryo-recovery both in the event of an infectious outbreak or other catastrophe, and to reduce unnecessary animal breeding of strains that are not needed for extended periods (which also maximizes housing space).

Eligibility
All faculty with a primary appointment at the PSOM are eligible to apply to be considered for supplemental support of the cryopreservation service at the TCMF. Faculty based at CHOP or other Penn Schools are not eligible. The PSOM subvention will not exceed $500 per approved mouse strain.

Please note that subvention depends on verification by PSOM that the strain is unique (e.g., is not-commercially available) and essential. Since these institutional funds are limited, for an individual investigator, a maximum of five strains per fiscal year (July-June) will be supported by subvention funds.

The TCMF offers a full range of cryopreservation services, with more information available on their website: https://genetics.med.upenn.edu/cores/tcmf/.

How to Apply for Subvention
PSOM faculty members are encouraged to contact the core (transgeniccmf@lists.upenn.edu) to discuss which cryopreservation services (sperm vs. embryo) will meet their individual research needs as well as associated storage costs.

Eligible faculty members who plan to apply for PSOM subvention should submit a request as part of the cryopreservation service request using the TCMF online ordering system:
http://www.med.upenn.edu/apps/my/transcore/user

In that webform, you will be asked to provide the following information:
- Mouse strain identification number/name
- Brief description of the strain and justification for why the strain is essential and cannot be purchased or re-derived from another source. It would be helpful to include the vivarium and room number where mice are currently housed

The Associate Dean for Animal Research, in consultation with the SOMARC and others as needed, will evaluate requests. A decision to approve or deny will be entered in the webform.
When a Subvention Request is Approved
When a subvention request for a mouse strain is approved, both the faculty member and the TCMF will be notified. The TCMF will subsequently charge $500 to a designated PSOM account and charge the balance of the cryopreservation service to the faculty member’s appropriate grant/account. The PSOM subvention will be documented on the TCMF invoice.

Once again, I would like to remind you that this subvention policy is evaluated each year. Thus, it is important for you to incorporate the full costs of cryopreservation as part of the costs of generating new mouse strains when proposing such work in grant applications. As always, please contact me with any questions or concerns.

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