

FAME Pilot Project Agreement

Project Title:

Project Contact:

Faculty Advisor(s):

The goal of the Flinders Accelerator for Microbiome Exploration is to facilitate your journey into the world of microbiomes. Towards this end, we will provide guidance and assistance with sample processing, sequencing, and bioinformatics by entering a short-term collaboration with you. Please treat us as you would treat a collaborator, rather than hired hands. As your collaborator, we promise to take the utmost care with your samples and do our best to complete the work as fast as possible. However, it is your responsibility to have backup samples, as human errors and power outages happen. Since we are not a facility with a large staff, we cannot guarantee a completion date for your project. If you need your data by a specific date, we recommend that you use an outside microbial sequencing and analysis service. If you choose to send your samples to a service facility, we can still offer advice about sample collection and analysis at our FAME working group, currently held on Wednesdays at 4pm.

Project Support

This award provides in kind support. Subject to ongoing consultation with our FAME Liaison, we will support:

Number of samples: _____

Sample substrate: _____

Type of sequencing:

- | | |
|--|--|
| <input type="checkbox"/> Metagenomics | <input type="checkbox"/> Metatranscriptomics |
| <input type="checkbox"/> Whole bacterial genome sequencing | <input type="checkbox"/> eDNA |
| <input type="checkbox"/> Bacterial V4 16S | <input type="checkbox"/> Fungal ITS |
| <input type="checkbox"/> Eukaryotic 18S or COX1 | |

Nucleotide extraction: _____

Library preparation: _____

Sequencing _____

Regulatory approval is required before sample collection.

Indicate status of approval: _____

Sample Submission. Please initial to acknowledge each point.

____ Samples must be submitted with a form that details all sample labels in both hard copy and electronically.

Expected date of sample submission: _____

____ Late submission of samples may result in processing delays. It is the responsibility of the project team to update FAME staff of expected delays. We cannot guarantee that we can complete projects whose samples are not submitted within six months of the expected submission date.

Data Processing

_____ Data will be provided as raw sequencing reads. If requested, we can also provide initial data analysis using standard processing methods. Awardees are encouraged to attend the weekly FAME workshops to learn how to process the data.

Other analyses may include:

Downstream Analyses

_____ Downstream analyses are the responsibility of the project team; however, FAME staff can provide advice at the consulting hour and at FAME-sponsored workshops.

Further details

_____ FAME staff will do their best to meet the goals and timing of the proposed project. Once the samples are available, we aim to provide sequence data within two months. This timing cannot be guaranteed, because some samples may need troubleshooting or because of conflicting project schedules.

_____ Most likely some of the samples will not work, either they will not amplify or they will not yield enough sequences for downstream analyses.

_____ Awardees are expected to provide project updates at 6 and 12 months after data delivery.

_____ Awardees are expected to include funds for FAME on future grant submissions, and FAME will provide documentation to support the application.

_____ Awardees agree to present the project at a FAME microbiome event.

_____ Awardees agree to acknowledge FAME in all publications and presentations. Co-authorship of FAME personnel is always welcome and will be discussed during the project.

_____ The project summary will be posted and advertised through FAME

_____ Date _____
Project Contact or Faculty Advisor

_____ Date _____
Flinders Accelerator for Microbiome Exploration