IIDP Application and Letter of Agreement – For informational purposes only.
To apply for IIDP Islet and Biomaterials study please access the application submission through the IIDP Website, and select Apply Now.

Please note the letter of agreement must be signed by the Investigator and Authorized Institutional Representative before you can receive islets. If you have a peer-reviewed grant from NIH, JDRF or ADA, you will be automatically approved. If you do not have peer-reviewed funding your application will be sent for external review. This will take approximately 4-6 weeks for processing.

Application

Contact Information
1. First Name, Middle Name, Last Name
2. Degree
3. Academic/Professional Title
4. Email Address
5. Institution
6. Address 1
7. Address 2
8. Country
9. City
10. State
11. Postal Code
12. Time Zone
13. Telephone Number & Extension
14. Would you like to receive text messages? (Text messages are used for islet offer notifications)
15. Cell Phone Number
16. ORCID ID

Shipping Information
1. Weekend shipments accepted?
2. Shipping Carrier and Shipping Carrier Account Number
3. Economic Operators Registration and Identification/Tax ID (for studies conducted in the European Union)
4. Shipping Reference
5. Weekday Delivery Shipping Address
   a. Address 1
   b. Address 2
   c. City
   d. State
   e. Postal code
6. Weekend Delivery Shipping Address
7. Contact Name (if different from PI)
   a. Address 1
   b. Address 2
   c. City
   d. State
   e. Postal code
Funding Information
1. I have funding from a peer reviewed source to conduct this study (e.g. NIH, JDRF).
2. I have funding from a non-peer reviewed source to conduct this study (e.g. charitable foundation, institutional).
3. I have funding from a for-profit source to conduct this study.
4. Funding Information
   a. Title
   b. Support Type
   c. Funding Source
   d. Grant Number
   e. Start Date

Islet and Biomaterials Interest
Please indicate your interest for this study
1. Are you interested in freshly-cultured isolated islets?
2. Non-Islet Biomaterials
   a. Are you interested in isolated non-islet pancreatic tissue (acinar), fresh or flash frozen?
   b. Are you interested in receiving Blood Products?
      i. Serum
      ii. Plasma
   c. Are you interested in receiving Ancillary Tissue?
      i. Duodenal Tissue
      ii. Ductal Tissue
      iii. Frozen Pancreatic Pieces
      iv. Peri-Pancreatic Lymph Nodes
      v. Spleen Sample
3. IIDP Resources from our Inventory
   a. Are you interested in flash frozen isolated islets?
   b. Are you interested in formalin-fixed pancreas tissue sections (histology slides)?

Research Study Information
1. Title of Study
2. Specific Aims
3. Research Methods
4. Rationale for number of islets requested, including number desired per experiment, total number of experiments, replicate requirements, etc.
5. Rationale for use of biomaterials
6. The area of diabetes research that best describes your study
   a. Beta Cell Stimulus, Secretion, and Coupling
   b. Beta Cell Death and Dysfunction
   c. Type 1 Diabetes
   d. Tissue Engineering and Transplantation
   e. Alpha Cells
   f. Genetics and Genomics
   g. Other
7. Does this study involve activities performed on live, vertebrate animals (physical experimentation, handling, capture, behavior modification, etc.)?
8. If study involves animal research, IACUC Status and Approval Date
Islet/Biomaterials Requirements

1. Date available to begin receiving shipments
2. Anticipated study completion date
3. Total IEQs needed for study completion
4. Ideal and Minimum Islet Requirements

<table>
<thead>
<tr>
<th>Category</th>
<th>Ideal</th>
<th>Minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>IEQs/shipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Islet Purity %</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Islet Viability %</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Number of days between Shipments

<table>
<thead>
<tr>
<th>Number of days between Shipments</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
</table>

6. Ideal and Acceptable Types of Islets

<table>
<thead>
<tr>
<th>Type of Islets</th>
<th>Ideal</th>
<th>Acceptable but not ideal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cultured</td>
<td>Yes/No</td>
<td>Yes/No</td>
</tr>
<tr>
<td>Type II Diabetic</td>
<td>Yes/No</td>
<td>Yes/No</td>
</tr>
</tbody>
</table>

7. Does your study require donors of a specific ethnicity/race?
   a. American Indian or Alaska Native
   b. Black or African American
   c. Native Hawaiian or Other Pacific Islander
   d. Asian
   e. Hispanic/Latino
   f. White
   g. Other

8. Islet Supplier Preferences Centers that you would like to block
   a. Southern California Islet Consortium
   b. The Scharp/Lacy Institute
   c. Human Islet Core Facility at Loyola Medical Center
   d. Imagine Pharma
   e. University of Wisconsin

9. How did you hear about the IIDP?
   a. Website (http://iidp.coh.org)
   b. Ad in scientific journal (e.g. Diabetes, Transplantation, Journal of Cell Biology, etc.)
   c. Word of mouth
   d. Conference/meeting
   e. Other
Required Documents

1. Biosketch
2. Letter of Agreement signed by Investigator and Authorized Institutional Representative
INTEGRATED ISLET DISTRIBUTION PROGRAM (IIDP)

ISLET AND BIOMATERIALS APPLICATION SUBMISSION GUIDE

1. GENERAL

Please be sure to carefully read these guidelines before submitting your Islet and Biomaterials study application. Instructions and background information are provided below. If you have additional questions, please contact .

2. REQUIRED DOCUMENTS

The following documents will need to be uploaded as part of your application.

Letter of Agreement
must be signed, by both you and an authorized institutional official (the Authorized Institutional Official can be anyone with authority over your research project. It could be a department chair, lab director, grant manager, etc.) to indicate your willingness to comply with the . View IIDP Policies and Procedures for information on the eligibility criteria, review process, islet distribution procedure, fee schedule and terms of acceptance. Please note, the letter of agreement must be signed before you can receive islets (electronic signatures are allowed).

Biographical Sketch
The principal investigator and up to two (2) additional major co-investigators should each be described the NIH-formatted Biographical Sketch. Please use the NIH-formatted Biographical Sketch template which can be found .

3. ISLET AND BIOMATERIALS INTEREST

Please read through the definitions below before selecting your interest

Actively Available IIDP Resources:
• Freshly-Cultured Isolated Islets – All islets requiring shipping are subject to culture for 18-96 hours prior to shipping to recover from the insult of isolation. Islets will undergo a media change to PIM(T) and are transferred to shipping bottles to be sent to the recipient investigators.

• Type 2 Diabetic – Type 2 diabetic islets are islets isolated from the pancreas of a donor with documented or suspected Type II diabetes. Although certain programs can provide such islets, pancreata from these organ donors are not frequently available. Therefore, please note that if you only select ‘Type II Diabetic’ the frequency at which you will receive such offers may be low; possibly only a few per year.

• Non-islet biomaterials (e.g., acinar, blood products, ductal tissue, duodenal tissue, peri-pancreatic lymph nodes, spleen, and frozen pancreas pieces) alone or matched with islets
from the same donor.

**Stored Resources from our Inventory:**

- **Flash Frozen Islets:** Islets flash frozen in liquid nitrogen from past isolations. These will be sent on dry ice. These islets will not be viable after this freezing technique but can be utilized for certain research studies, e.g. DNA or RNA processing.

- **Formalin-Fixed Pancreas Tissue Sections (Histology Slides):** Prior to beginning the isolation process, the Islet Isolation Center removes a ~1 cm x 1 cm cube of pancreas tissue from the pancreas (usually from the head or the neck) being isolated for formalin-fixed morphology. IIDP provides histological images on our secure website of Hemotoxilyn & Eosin and Insulin & Glucagon stained sections for each pancreas from which islets have been offered. Investigators may obtain unstained sections from the original pancreas, embedded in paraffin block.

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4. **FUNDING INFORMATION**

Indicate whether you have peer-reviewed (e.g. NIH, JDRF), non-peer reviewed (e.g. charitable foundation, institutional), or for-profit (e.g. industry) funding. Studies that are fully funded by non-profits will be charged a rate of $0.12 per IEQ for islets from non-diabetic donors and islets from donors with Type II diabetes. Studies with any for-profit funding will be charged a higher rate of $0.25 per IEQ for islets from non-diabetic donors and $0.30 per IEQ for islets from donors with Type II diabetes.

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5. **ISLET OFFER NOTIFICATIONS**

The IIDP program has a centralized automated notification system and will send text/SMS messages to cellular phones and email whenever islets become available.

- **Email:** This is the default notification method for the IIDP. All IIDP users must have valid email addresses to receive IIDP notifications of all types. Please make sure the email entered for you, collaborators and study staff are correct to ensure you receive islet offer notifications. You may also need to add to your list of trusted senders if email security measures imposed by your email server guard against receipt of mass/group email.

- **Cellular Phones:** Information on cell phone provider is being collected for purposes of sending text messages for islet offer notifications. For example, a cell phone number of 555-123-4567 that uses Verizon as a cell phone provider will be automatically converted by our system into a text message capable number, i.e. . Please contact your cell phone provider if you have any questions about text messaging fees, as such charges may be applicable to messages received by this system.

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6. **RESEARCH STUDY INFORMATION**

Provide the specific aims and research methods for your study. For each of your interest also provide the rationale for utilizing the resources if your study does not have peer-review funding. The use of specified resources should be related to the study that is submitted. If future needs arise that are not part of the original submitted study, please submit a new
study related to the specific needs of the resource.

7. ISLET REQUIREMENTS

Ideal and minimum acceptance criteria are required in order to provide flexibility to the IIDP program in attempting to match islet offers with eligible investigators. Please provide an acceptable range for each category listed. 

NOTES: (a) all ‘greater than’ values, e.g. >95%, will be interpreted as finite values, e.g. 95%, (b) do not artificially provide a wide range for each category, as this will result in islet offers that do not meet your true requirements, and your study could become deprioritized if you do not accept multiple, consecutive targeted offers. Specific requirements:

- **IEQ/Shipement Ideal and Minimum**
  
  If you only want 10,000 IEQ per shipment, but the program can only offer you 8,000 IEQ for a particular islet offer, you will not be contacted (unless you provide an acceptable range of IEQ per shipment).

- **Islet Purity (%) Ideal and Minimum**
  
  Islet purity distributed is based on estimates made by experienced isolation center technicians based on the total volume of islets in relationship to the volume of other tissue in the preparation. Most IIDP broadcasted islet purities range between 70-95%.
  
  If you are only willing to accept islets with 80% viability, and an offer with 90% viability becomes available, you will not be contacted (unless you provided an acceptable range of viabilities).

- **Islet Viability (%)**
  
  Viability stains are performed by the isolation centers prior to shipment. Potency studies results, performed by the centers, are not available by the time of broadcast. If metabolic studies are to be performed, islets should be cultured at 37°C for ~18-24 hours after receipt, as islets are shipped at ~8°C and need sufficient time to regain their metabolic functions.

- **Number of days between shipments**
  
  Determine the frequency with which your study needs to receive islets and enter the Minimum and Maximum number of days that would be appropriate for your needs. Please do not overstate the frequency, as this will result in more frequent islet offers than you truly require, and your study could become deprioritized if you do not accept multiple, consecutive targeted offers. Please be sure that your frequency and amount per shipment are equal to your requested IEQ needed to complete your study.

- **Ideal and Acceptable Type of Islets**
  
  Define your preference for islets from non-diabetic and/or Type II diabetic donors. Indicating “Yes” for “Acceptable, but not ideal” will ensure that your study is eligible for all islet offers from donors of that type. Indicating “Yes” for “Ideal” will both ensure eligibility for islets from donors of that type AND will provide your study with an increased priority score when islets of that type become available.