# OSP Newsflash



## COVID-19 FAQs for Research

**March 18, 2020**

1. **What can I do if Yale officially closes or is unable to submit grant applications due to the COVID-19 outbreak?**

   If applying to the National Science Foundation (NSF), requests for an extension are being reviewed by the NSF on a case by case basis.  Please discuss the situation with your assigned Office of Sponsored Projects (OSP) (through your departmental administrator/FRMS) proposal manager.  It is recommended that you discuss the situation with the cognizant Program Officer prior to submitting a request for a proposal deadline extension.

   If applying to the National Institutes of Health (NIH), the NIH has advised the research community that applications should be submitted as soon as possible after the deadline.  All applications must include a letter of explanation that provides enough detail about the delay in submission in order for NIH staff to evaluate the circumstance.  The NIH has indicated that **advance permission** to submit a proposal after the due date is **not** required.

2. **Will my project receive an automatic no-cost extension because of the COVID-19 outbreak?**

   No.  However, Federal granting agencies including the NSF and NIH provide Yale with the ability to grant itself an initial no-cost extension (up to 12 months).  If your project requires a no-cost extension, please work with your department business office (DBO) in order to submit a request to your Office of Sponsored Projects award manager.  Once approved by OSP, OSP will notify the federal sponsor of the extension.

3. **I have a financial report and/or Research Performance Progress Report (RPPR) due within the next few weeks but will be unable to submit the report on time due to the impact the COVID-19 situation has on Yale.  Do I need an extension?**

   For NIH awards, NIH has advised grantees that late reports will be accepted.  However, issuance of the next year's funding increment will be delayed until the report has been submitted and accepted.  Please work with your assigned OSP award manager and/or OSP grant accountant to notify the award's Grants Management Specialist and Program Officer.

4. **I have an active NIH award that does not allow for automatic carry-over.  Is the NIH removing the prior approval requirement to carry forward unobligated balances on active grants for immediate efforts to support activities related to or affected by the COVID-19 outbreak?**

   Yes.  Yale NIH awards not under the Streamlined Non-competing Application Process (SNAP) may carry forward unobligated balances on active grants for immediate efforts to support activities

related to or affected by COVID-19 as long as the charges are allowable costs and are within the scope of the original award.

In addition, affected recipients that have active non-SNAP grant projects may extend the final budget period of the approved project period on active grants one time for a period of up to 12 months without requesting prior approval, by notifying the assigned grants management specialist.

5.  **Can I continue to charge the salary and fringe benefits of lab staff personnel to my NIH funded project even if they are unable to work due to the impact of the COVID-19 outbreak on the University?**

    Charging salaries and benefits to NIH grants when no work is being performed is allowable under the current circumstances. Current Yale guidance is that all staff (except those performing critical functions) are expected to work from home. If your staff is working from home, they should be paid as they normally are. For staff whose work cannot be performed at home, managers should consider whether they can be reassigned to duties that can be performed at home or relieve others who are working on campus. If there is no reasonable alternative, staff should simply stay home and will be paid their regular pay between now and March 31, 2020. Additional guidance will be forthcoming from Yale as this is an ever-evolving situation.

6.  **My sponsored project supports fellow and trainee stipends. Are these payments still allowable even if the individuals are unable to participate in the program due to the COVID-19 outbreak at Yale?**

    The NIH has advised that Institutions affected by COVID-19 may continue to provide stipend payments to fellows and trainees who may be unable to work as a result of or related to COVID-19. Yale should notify the assigned grants management official, and provide documentation *demonstrating* the effect of COVID-19 on Yale, and how long the Yale will be affected.

7.  **I was scheduled to travel in support of my sponsored project. However, the travel has been cancelled. Are the cancellation fees or non-refundable expenses associated with cancelled travel allowable expenses on my grant?**

    The answer to this question is complicated.

    The NIH states that non-refundable costs associated with grant-related travel that has been cancelled due to COVID-19 related complications may be charged to the NIH award **if the costs would have otherwise been allowable**. See [NIH GPS 7.9.1](#) for detailed information on the allowability of travel expenses and the [Yale travel policy](#).

    If credit/vouchers have been granted for any of the travel expenses affected by the COVID-19 situation, you are required to use the credit/vouchers and may not request additional funding from the sponsor to support travel if it is rescheduled in the future. If the credit/vouchers are not used for travel related to the original project, the costs should be reimbursed to the original project.

    Institutions must document that costs charged to a grant are non-refundable and maintain documentation, in accordance with record retention requirements, and make them available to NIH upon request.

    Because each situation is unique, please submit all travel related questions to [researchadmin@yale.edu](mailto:researchadmin@yale.edu).

8. **My sponsored research project requires me to travel.  Is this travel allowable during the COVID-19 outbreak?**

   While the expense may be an allowable charge to the project, researchers are strongly encouraged to follow Yale's guidance on restricted travel and social distancing.  Additional information can be found on the [Yale COVID-19 website](#), [Limiting international and domestic travel.](#)

9. **I have visitors/collaborators scheduled to come to campus that are in direct support of my research project.  Should they still visit?**

   During this time, Yale is discouraging visitors from coming to campus.  Additional information is available by clicking on:  [Campus visitors](#)

10. **I have a question that isn't addressed, what should I do?**

    Please contact Lisa Mosley, Executive Director, Office of Sponsored Projects at [lisa.mosley@yale.edu](mailto:lisa.mosley@yale.edu); 203-785-3680

## Additional Resources:
**Yale**:
[Coronavirus Disease 2019 (COVID-19)](#)

**NIH**:
[Coronavirus Disease 2019 (COVID-19): Information for NIH Applicants and Recipients](#)
[NIH Late Application Policy due to Public Health Emergency for United States for 2019 Novel Coronavirus (COVID-19)](#)

[General FAQs - Proposal Submission and Award Management Related to COVID-19](#)
[Flexibilities Available to Applicants and Recipients of Federal Financial Assistance Affected by COVID-19](#)

**NSF**:
[FAQs About the Coronavirus Disease 2019 (COVID-19) for NSF Proposers and Awardees](#)