

Sponsored Projects Town Hall: A Discussion of COVID-19's Impact

Town Hall Format

To submit a question during the live webinar, you can:

- Use Zoom's Q & A function.
- Use Zoom's Hand Raise function.
- Dial *9 if you are calling in on your phone.

Presenters

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Agenda

- Introduction
- Maintaining Documentation and Justifications
- Navigating sponsor flexibilities and prior approval requirements
- Reporting the impact of COVID-19 on your research

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Maintaining Documentation and Justifications

Maintaining Documentation and Justifications

1. What types of things am I expected to document?
2. How should I be documenting?
3. How will this information be used?

Maintaining Documentation and Justifications

What types of things am I expected to document?

1) Effects of COVID-19 on your research

- Laboratory ramp down
- Human subjects research paused
- Progress of work conducted remotely
- Altered milestones/timelines

Maintaining Documentation and Justifications

What types of things am I expected to document?

2) Personnel issues

- Changes in effort
- Redeployment
- Paid absences

Maintaining Documentation and Justifications

Note on Paid Absences

- Project members who are unable to work remotely, but continue to draw salary from an active grant
- Sponsor specific requirements
- Notify your SPA Project Officer

Maintaining Documentation and Justifications

What types of things am I expected to document?

3) Financial impacts

- Continued salary charges
- Cancelled travel
- Lab specific line items (i.e. animal per diems)
- Donated PPE
- Large unobligated balances

Maintaining Documentation and Justifications

How should I be documenting?

- No standard or mandatory format
- Not collected centrally
- Use existing method if it works for you
- COVID-19 Impact Tracker tool developed

Maintaining Documentation and Justifications

COVID-19 Impact Tracker

COVID-19 Impact Tracker								
Principal Investigator/UNI:								
Month: April 2020								
Item No.	Sponsored Project No.	Project Name	Sponsor	Ongoing Activity	Activity Paused	Extra costs	Personnel Notes	Additional Notes
1	R01_____	Project X	NIH	Data analysis and MS preparation	Mouse studies	Cryopreservation	Animal tech on paid absence; postdoc working half time because of sick family member	PPE (surgical masks) donated to clinical efforts.
2	334455	Project Y	NSF	Data analysis; experimental design	NMR spectroscopy	Liquid nitrogen	None	In-person conference cancelled.
3	N/A	Clinical trial	Industry	Regulatory review	Subject enrollment		Study coordinators redeployed	DSMB meeting postponed

Maintaining Documentation and Justifications

How should this information be used?

- 1) Facilitate future progress reporting
- 2) Back-up in the event of sponsor requests/audit
- 3) Justifying need for no cost extensions or supplemental funding

Navigating sponsor flexibilities and prior approval requirements

Sponsor Flexibility

- Late progress reports
- No cost extensions
- Donating PPE

FAQs

Are the sponsors offering any more flexibilities with their late application policies?

Answer:

NIH – now follow regular late application policies

NSF – specific opportunities extended

DoD/CDMRP – some specific pre-applications of programs extended

FAQs

I am funded to work on a project that I had to ramp down. May I utilize that project's resources, including personnel, for a COVID-19 project?

Answer: No. The usual grants management requirements apply.

FAQs

If someone on the research staff has relocated to a home country outside of the U.S., and continues to work on a sponsored project while abroad, does the funding agency need to be notified?

Answer: In general, yes.

Additional questions.

Case-by-case review.

Reporting the impact of COVID-19 on your research

Reporting the Impact of COVID-19 on your Research

- Factors that could impact your research:
 - Ramp down of your lab(s)
 - Inability to conduct fieldwork due to travel restrictions
 - Canceling a funded conference
 - Inability to meet scheduled deliverables or milestones
 - Absence of PI or key personnel for more than 90 days

Reporting the Impact of COVID-19 on your Research

- If the impact of COVID-19 will have immediate consequences to your research, contact your sponsor's program official
- The annual progress report would be the best place to report impacts to your research
 - For NSF: use the Changes/Problems section
 - For NIH: use Section F: Changes
 - For Foundations: Project Adjustments or Progress Details section
- Contact your SPA project officer for guidance
- SPA will coordinate communication to external sponsors

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Reporting the Impact of COVID-19 on your Research

I can't travel to the field site and my research will be severely impacted. Will the sponsor provide supplemental funding and/or additional time so that I can successfully complete the aims of the award?

- Supplemental funding may not be available
- Most agencies recognize the challenges of these circumstances and will be as flexible as possible

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Reporting the Impact of COVID-19 on your Research

I am experiencing supply-chain delays in crucial supplies/equipment. What should I do?

- As soon as you anticipate delays, contact your SPA project officer, and they will formalize a communication to your sponsor's program official.

[https://research.columbia.edu/COVID-19 Research](https://research.columbia.edu/COVID-19%20Research)



COVID-19: FAQs and Resources Related to Research

[Email Us a Question](#)

FREQUENTLY ASKED QUESTIONS BY TOPIC

 <p>For Patients Participate in COVID-19 studies</p>	 <p>Conduct COVID-19 Research Funding opportunities, resources, and FAQs</p>	 <p>Research Ramp-down General questions and definition of 'essential'</p>	 <p>Facilities Support of Research</p>
 <p>Impact on Human Subjects Research</p>	 <p>Prior Approvals, Allowable Costs, and Effort on Sponsored Projects</p>	 <p>Proposal Deadlines</p>	 <p>Remote Work and Access to Research Data</p>
 <p>Communicating with Research Subjects Remotely</p>	 <p>Environmental Health & Safety</p>	 <p>COVID-19 Awareness Training</p>	[24]

QUESTIONS?