

Sponsored Research - News, Updates, Reminders

March 2025

The Sponsored Research - News, Updates & Reminders is a monthly e-newsletter published by the Offices of Sponsored Programs (OSP) and Grants Management (OGM). [Subscribe through this link](#) to receive monthly information that impacts pre and post-award administration. Do not miss out on receiving up to date announcements, Sponsor updates, training opportunities and much more!



IMPORTANT Navigating Federal Executive Orders and Research Changes

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Reminder: Guidance on Federal Orders and Agency Mandates

Recent Presidential Executive Orders and federal agency mandates may impact federally funded research and are subject to ongoing legal review. To ensure a coordinated SUNY-wide response, all questions regarding compliance on grants, contracts, and proposals should be directed to the Office of Sponsored Programs (OSP) at osp@stonybrook.edu. OSP will consult with the SUNY Office of General Counsel or the RF General Counsel as needed and provide appropriate guidance. Please continue to monitor the [Federal Agency Transition Guidance](#) website for the latest updates.

If you receive a stop-work order or communication from a funding agency that may affect your award, forward it immediately to OSP (osp@stonybrook.edu) for assistance.

Unless otherwise directed, continue submitting proposals and working on active awards.

For more updates on federal research policy changes, visit [Council on Governmental Relations \(COGR\)](#).

Sponsor Updates



NIH Updates & Reminders

NIH Common Forms - Postponed Implementation

To further support a successful transition to the Common Forms, NIH is postponing the May 25, 2025 implementation for all applications and Research Performance Progress Reports (RPPRs). NIH will issue future Guide Notices outlining the new effective date and additional implementation details as they are finalized.

Until further notice, all NIH applicants must continue using the current NIH [Biosketch](#) and [Other Support](#) format pages for applications, Just-in-Time (JIT) submissions, and Research Performance Progress Reports (RPPRs).

NIH will release future Guide Notices with the revised implementation date and additional details as they become available.

Please stay tuned for further updates.

NSF Updates

Message from Dr. Sethuraman Panchanathan, Director, U.S. National Science Foundation

Over the last few weeks, the U.S. National Science Foundation (NSF) has been working non-stop to continue advancing the scientific enterprise. Unfortunately, many of the reports from the media and discussion in other



forums do not reflect the hard work and dedication shown every day by each of my colleagues. That is why I am taking the opportunity to write to you today. See *the [full text of the letter](#)*.

NSF Implementation of Recent Executive Orders

The NSF has created a page titled, [NSF Implementation of Recent Executive Orders](#), that provides information regarding recent executive orders and their impact on the U.S. National Science Foundation community. The page is updated frequently so be certain to bookmark the page! Here is a sampling of the published FAQs:

Is there a list of keywords I should avoid in my proposal to make it compliant with the executive orders?

NSF does not recommend using a keyword-based approach. Instead, focus on the substance of your proposal.

Have the NSF merit review criteria changed?

No, NSF continues to apply the statutorily required Intellectual Merit and Broader Impacts review criteria, as well as any solicitation-specific review criteria.

Is NSF planning any changes to the PAPPG in response to the Executive Orders?

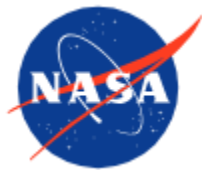
NSF is reviewing the PAPPG for any changes that may be necessary in response to the Executive Orders.

Are there any modifications to the review process as a result of the executive orders?

As per the agency's normal practice, program directors manage the review process. Panelists are expected to focus their discussions on evaluating the merit of the proposals under consideration. The review criteria remain consistent. Guidance on reviews and panel summaries has not changed. Program directors do not comment on activities outside of the purview of the panel. The reviews and panel summaries are advisory to NSF. As has always been the practice at NSF, we will consider this advisory material in conjunction with agency-wide guidance and applicable federal standards when making funding decisions.

If my program officer is no longer with NSF, with whom should I work moving forward?

Awards (and proposals) will be reassigned to a different program officer. Institutions and researchers can view program officer information for both proposals and awards in the Proposal Status screen in [Research.gov](https://www.research.gov).



NASA Updates

NASA has updated the NASA Grant and Cooperative Agreement Manual (GCAM) and NASA Grant and Cooperative Agreement Terms and Conditions (GCAT) to comply with recently-issued Executive Orders. Both documents are now available on the [NASA Grants Policy and Compliance website](#) under the “Regulations, Guidance, and Forms” section. We thank you for your patience and understanding while we worked to update these documents.

myResearch Updates and Reminders

General myResearch Reminders

We would like to remind myResearch Grants users of the importance of utilizing the [myResearch Grants training resources](#) - or testing environment for those who have taken part in our training sessions - to create sample proposals or get more familiarized with the system without any impact on the live environment.

Key Reminders:

- Training & Testing: Use the [myResearch Grants Test](#) environment to practice proposal submissions. Please visit the [OSP/ OGM training website](#) to view the upcoming class schedule and [register for classes](#).
- Avoid Errors: Do not submit sample proposals in the live system to prevent inaccurate data, cluttered inboxes, and confusion.
- Reduce Risks: Using the live system incorrectly can lead to submission errors, such as mistakenly submitting incomplete or incorrect proposals to sponsors. This can have serious repercussions on our institution's reputation and success rates.
- Minimize Disruptions: Non-essential use slows down the system—reserve the live environment for real submissions only.

For assistance, contact ovpr_myresearchgrants@stonybrook.edu.

Other Reminders:

- For clinical trials or testing/lab studies, log into the [myResearch Agreement module](#) and create an agreement log. Complete the smart forms and submit—your Contract team will follow up. Agreements handled by The Research Foundation and OSP can be initiated by OSP or the PI/research staff. For questions, contact osp_contracts@stonybrook.edu.
- Off-Campus Determination: The off-campus rate applies if over 50% of project personnel effort occurs off-campus for more than half the award period. Telecommuting, conferences, and incidental travel do not qualify. Submit the F&A/IDC Off-Campus Rate Request Form with your proposal in Field 9.0 under General Proposal Information. Select 100% off-campus and Yes to DHHS F&A Rate—MyResearch will prompt form upload.

OSP News, Announcements and Reminders

New Principal Investigator (PI) Eligibility Policy Now in Effect

Our institution is committed to ensuring compliance with sponsor requirements and applicable regulations for sponsored programs. In support of this commitment, we are pleased to announce the implementation of a new [Principal Investigator \(PI\) Eligibility Policy](#), effective March 13, 2025.

Key Highlights of the Policy:

- To serve as a PI on an awarded sponsored program, the individual must hold a paid, active appointment at Stony Brook University (SBU) at the time the award is established.
- Appointments must align with the duration and level of time/effort committed to the sponsored program(s).
- PI eligibility must be documented during proposal development, review, and internal approval within myResearch Grants.

The policy also provides detailed eligibility criteria and special guidance for graduate students, postdoctoral trainees, visiting faculty, non-U.S. residents, outside collaborators, and faculty on leave. In addition, it outlines expectations for financial, administrative, and compliance oversight of all sponsored programs.

By establishing clear and consistent standards, this policy ensures a transparent approach to PI eligibility and reinforces our alignment with both University and sponsor regulations.

We encourage all faculty and researchers to review the [full policy](#), available on our website.

For any questions or further clarification, please contact the Office of Sponsored Programs team at osp@stonybrook.edu.

Thank you for your continued partnership and dedication to advancing research at SBU!

OSP Staff Updates

We are pleased to announce that **Danielle Kelly**, Sr. Contracts and Clinical Trials Officer, has been named the **Team Lead for Clinical Trials** within the Office of Sponsored Programs (OSP). Danielle brings a wealth of experience and leadership in clinical trial contract negotiations and has already made significant contributions to improving efficiency and transparency in this area.

Some of her recent accomplishments and targeted goals include:

- Expanding the use of Master Clinical Trial Agreements (MCTAs) to streamline negotiations with frequent sponsors.
- Developing pre-approved contract language for common issues to reduce delays.
- Enhancing the use of myResearch Agreements for real-time tracking, reminders, and execution timelines.
- Leading efforts to integrate technology, AI, and electronic signatures to speed up contract finalization.
- Establishing regular communication models with PIs, study coordinators, legal teams, and sponsors to quickly resolve issues.
- Participating in the monthly clinical trial focus group meeting with the RF Central Office, where clinical trial challenges and issues are discussed, and is acting as an active contributor to the redlining and development of RF system-wide clinical trial master agreements.

In her new role, Danielle will continue to focus on:

- Strengthening communication and coordination across campus with personalized tools and guidance for departments.
- Proactively engaging with compliance and the Office of Clinical Trials early in the process to prevent downstream delays.
- Working closely with legal and risk management to identify and pre-approve common clauses and reduce negotiation bottlenecks.

- Tracking and improving performance through metrics and quarterly workflow reviews, with an emphasis on driving continuous improvement.
- Supporting the development of training resources and checklists to help faculty and staff navigate the contracting process more efficiently.

Please join us in congratulating Danielle on her new role as Team Lead for Clinical Trials within the Office of Sponsored Programs. While she will be leading the clinical trials team, Danielle remains an integral part of the larger contracting team under the leadership of Dawn Alomar. We look forward to her leadership and continued contributions in enhancing clinical trial contracting at Stony Brook.

For related matters, please contact Danielle at danielle.kelly@stonybrook.edu or 631-632-4702.

Reminder: Stay Up to Date on Departmental Assignments in OSP

As we continue to enhance support for our research community, we want to remind you to regularly check the [Departmental Assignment webpage](#).

With new staff members recently joining the Office of Sponsored Programs (OSP) and potential departmental reassignments, reviewing this page ensures you always know who manages your department's sponsored programs portfolio.

Staying up to date helps ensure smooth communication and timely support for all your proposal and award needs.

Thank you for your attention, and please don't hesitate to reach out to the [OSP team](#) if you have any questions.

Revision of Statement in Proposals submitted to NIH Regarding Indirect Cost Recovery

Please note the following revision to the statement regarding indirect cost recovery in NIH proposals:

Previous Statement:

"We acknowledge the NIH Supplement Guidance (NOT-OD-25-068) (the "Guidance") issued on February 7, 2025, limiting indirect cost recovery to a 15% rate. As of February 10, 2025, the Guidance is temporarily enjoined. See Commonwealth of Massachusetts v. NIH, Civil Action No. 25CV-10338-AK (D. Mass.). Accordingly, we are submitting this application using the indirect cost rate as stipulated in our DHHS negotiated rate agreement."

Revised Statement (effective immediately):

"We acknowledge the NIH Supplement Guidance (NOT-OD-25-068) (the 'Guidance') issued on February 7, 2025, limiting indirect cost recovery to a 15% rate. As of March 5, 2025, the Guidance is enjoined. See Commonwealth of Massachusetts v. NIH, Civil Action No. 25-CV-10338-AK (D. Mass.). Accordingly, we are submitting this application using the indirect cost rate as stipulated in our DHHS negotiated rate agreement."

This directive is issued per The Research Foundation for The State University of New York (RFSUNY) and applies to all SUNY campuses. Please follow this guidance for all relevant submissions until further notice.

For questions or further clarification, please [contact your OSP Pre-award Grants and Contracts Specialist](#).

OGM News, Announcements and Reminders

ClinCard powered by Greenphire available for Subject and Participant Payments

The Office of Research and Innovation is pleased to share that we can now offer ClinCard payment tools through Greenphire, replacing the transactional payment, cash advance and bank account processes.

The Greenphire/ClinCard tool allows study teams to load participant payments onto reloadable, point of sale debit cards, with VISA logo or virtually using participant email contact.

This tool provides tracking and reporting of payments across all studies, enabling compliance with tax law and HIPAA regulations and eliminates the need for reconciliation of cash advances.

The OR&I is able to support the fees associated with this program and is available to provide an overview and demonstration of this electronic tool.

Interested study teams should email ogm_ovpr@stonybrook.edu.

The Research Foundation Equipment Insurance

The Research Foundation for SUNY provides campus users access to a [policy that can protect equipment](#) purchased with and used in support of, Research Foundation sponsored research activity.

This low cost coverage through the RF for SUNY's carrier AMSURE, protects equipment against loss including flood and earthquake.

The annual premium rate under the equipment policy is \$1.43 per \$100 of coverage with a deductible of \$1000. Settlement of claims is based on the replacement value of the damaged or lost equipment. Insurance may be renewed during each new award budget period.

The signed RF purchase requisition using the supplier AMSURE, a copy of the original purchase order for the equipment and a completed insurance floater form should be sent to OGM email. ogm_ovpr@stonybrook.edu.

In some circumstances additional rider coverage will be necessary when replacement cost for higher priced items requiring coverage are cost prohibitive. The Office of Compliance Services for the Research Foundation for SUNY will consult with insurance carriers to determine the best coverage plan.

End of Award Period Expenditures

Expenditures in the final 90 days of the active Award period must be necessary for the conduct of grant activities and be for items that will be fully utilized prior to the end of the award. Expenditures during this time period must clearly reflect why the items are needed and represent a quantity that is reasonable for the time that they will be utilized. Items of long-term use, such as computers and computer accessories, equipment, and service agreements that exceed the award end date, should not be submitted for consideration.

Procurement of equipment and supplies may not be purchased simply to use an unobligated balance remaining at the end of the project and these costs are highly scrutinized during audit and are targets for disallowed cost. The [annual federal cost audit](#) targets end of award charges to confirm that there is satisfactory evidence that all costs are necessary, reasonable and will be utilized within the award period. The OGM approval process serves to document this review and is critical to our federal cost accounting standard compliance. [2 CFR 200.402-.405](#).

Bank of America Credit Cards cannot be used during the final 90 days of active award periods as these transactions are not encumbered and may not be charged back to Award funds until 45/60 following expenditure date, therefore award funds may not be available creating a disallowed expense that cannot be charged back to intended award.

OGM email reminders

The Office of Grants Management maintains several monitored email boxes as outlined below.

ogm_ovpr@stonybrook.edu - for incoming documents that require processing, such as a material and services requisitions for recharging, paper travel reimbursements for non-employees and for general inquiries. Please be sure to include all Award/Project information in your email so we can properly direct your inquiry.

sbu_subrecipient_invoice@stonybrook.edu - for incoming subaward invoices from partnering institutions that are collaborating with SBU PIs to report expenditures and request payment against active agreements on sponsored awards.

ogm_billing@stonybrook.edu - for incoming payment information from those sponsors that pay The RF for SUNY for sponsored and non-sponsored research activity.

ogm_clinicaltrialreceivables@stonybrook.edu - for incoming payment information specific to Clinical Trial Awards.

Training, Workshops and Other News

NCURA: Navigating Change Conversation Series

We wished to share the below free, open to all (NCURA members and non-members) workshop series titled, "NCURA Change Conversation Series: Research Administration in a Changing Federal Landscape". The workshop series is being conducted and hosted by NCURA. Follow the links below to register for each session in which you are interested in participating.

Navigating Change Conversation Series

NIH Flat Rate for Indirect Cost – NOT-OD-25-068 - Wednesday, March 26 from 2 pm to 3 pm Eastern Time

Mark Barnes, Partner, Ropes & Gray Law firm (they represent AAMC on the lawsuit); *Mark Davis*, Managing Partner, Attain Partners ; *Cindy Hope*, Director, COGR; *Gil Tran*, Senior Specialist Leader, Grants Management, Attain Research

[Register for the NIH Flat Rate Session for free](#)

Navigating the Executive Orders at Your Institution and Offering Crucial Support to Your Researchers and Administrative Colleagues - Monday, April 7th: 2-3 pm Eastern Time

Matt Michener; Associate Director; Office of Research Support and Operations, Washington State University; *Kartik Yardav*, Director of Research Development and Administration, Authorized Organization Representative/Signing Official (NIH), Sue & Bill Gross School of Nursing | University of California, Irvine

[Register for the Navigating Executive Orders Session for free](#)

What Comes Next? Planning for Successful Change in Research Administration -

Monday, April 14th: 2-3 pm Eastern Time

Cheryl Anderson, Director, Pre-Award Administration, UT Southwestern Medical Center; *Jennifer Ponting*, Associate Vice President for Research Administration, University of Chicago; *Ara Tahmassian*, Chief Research Compliance Officer, Office of the Vice Provost for Research, Harvard University

[Register for Planning for Successful Change in Research Administration Session for free](#)

RF Spring Learning Series

The RF Spring Learning Series offers a variety of opportunities to sharpen your skills, gain fresh insights, and connect with colleagues. Whether you're looking to enhance your leadership, boost workplace well-being, or develop essential professional skills, these sessions are designed to support your growth.

[Register for the RF Spring Learning Series](#)

2025 NIH R-Series Academy / Register Today!

The Office for Research and Innovation is pleased to host the 2025 NIH R-Series Academy. This academy is open to all Stony Brook faculty interested in learning more about the National Institutes of Health's (NIH) most awarded grant mechanisms, the R series. The final Workshop, Meet and Greet with NIH R Awardees, is being held on Wednesday, April 30, 2025 from 2 pm to 3 pm (Zoom). This is the last chance for participants to gain a comprehensive understanding of the NIH's R mechanisms and learn how to prepare competitive proposals successfully.

[Register for the NIH R-Series Academy](#)

Registration is required for all workshops. Zoom links will be provided prior to each virtual workshop. For more details, please visit the [2025 NIH R-Series Academy webpage](#). Please direct questions to OPD_OVPR@stonybrook.edu or (631) 632-3127.

myResearch Grants Training Sessions

myResearch Training sessions: myResearch Grants is the campus approval system required prior to the submission of all funding applications to a sponsor. OSP offers hands-on training classes, via Zoom, to instruct participants on how to build a sample funding proposal in the myResearch Grants Test environment, including how to fill out the smart forms, complete the main FP section with required attachments, budget sections and credit split section. We will also discuss routing, revising the FP and answer any questions that you may have about the

process. Each training session will cover the same content, so please only sign up for multiple dates if you would like a refresher on the information. Please visit the [OSP/ OGM training website](#) to view the upcoming class schedule and [register for classes](#).

WolfMart Live Training is Available!

Are you new to WolfMart and unsure of how to use it? Or an existing WolfMart user that could benefit from a WolfMart refresher? Procurement now offers LIVE WolfMart training classes via Zoom! This comprehensive training course covers all the basics of WolfMart: site navigation, how to put through requisitions and purchase orders, various special request forms and when to use each, as well as tips and tricks. Training sessions are held on the 2nd and 4th Thursday of the month. [Register for a WolfMart Live training session](#).

RF Report Center Access Request and Training

To request access to the RF Activity Interface Reporting (RFAIR) dashboard for research team members that support Department, PI with RF Awards should complete [this form](#) and return to ovpr_rf_access@stonybrook.edu.

[RF Report Center](#) is an analytical tool allowing campus users to view integrated financial and administrative information from the RF business system.

Campus users are encouraged to request RF Report Center Training. One on one training is available once access is live. To make an appointment email ogm_ovpr@stonybrook.edu.

External Newsletters

[Access external newsletters on the OSP-OGM website](#) for the most up to date information from Grants.gov, NIH and other agencies.

Have questions on a specific topic?

The Offices of Sponsored Programs and Grants Management launched a new webpage which allows you to find your contact information in our offices, as well as other units in OVPR, by searching a specific topic. This information is available on the [OSP-OGM website](#).