

# Sponsored Research - News, Updates, Reminders

## December 2024

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!



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## Sponsor Updates

### NIH Updates & Reminders



#### NIH All About Grants Podcast - Growing ORCID's

Similar to what NIH supported trainees and fellows must do, senior and key personnel designated on NIH grant applications will be required to have an ORCID (Open Researcher and Contributor Identification) linked to their eRA Commons profile in May 2025. [Find out more about NIH All About Grants Podcast: Growing ORCID's](#)

#### Mandatory Use of the eRA Prior Approval Module for the Submission of Prior Approval Requests for all SBIR and STTR Award

The National Institutes of Health (NIH) has announced that beginning **January 27, 2025**, all **Small Business Innovation Research (SBIR)** and **Small Business Technology Transfer (STTR)** award recipients will be required to submit **Prior Approval Requests** through the **eRA Prior Approval Module**. This [mandate \(NOT-OD-25-040\)](#) aims to streamline and standardize the submission process for prior approval requests, including budget changes, personnel modifications, and extensions of the project period.

The eRA Prior Approval Module provides a centralized platform for submitting requests, allowing for greater transparency, tracking, and faster processing of approval requests. The new requirement applies to all **SBIR** and **STTR** awards, including both Phase I and Phase II grants.

Investigators are encouraged to familiarize themselves with the module ahead of the January 2025 implementation date to ensure smooth submission processes. This change is designed to enhance the efficiency and accuracy of the prior approval process, improving overall project management.

For more details on the new requirement and how to use the eRA Prior Approval Module, visit the [NIH official notice](#).

Reminder: Updates to NIH Training Grant Application Data Tables for Application Due Dates on or After January 25, 2025 ([NOT-OD-25-044](#)).

## Updates to the NIH training grant application data tables

The National Institutes of Health (NIH) has issued a reminder regarding **updates to the training grant application data tables**, which will apply to applications with due dates on or after **January 25, 2025**. These changes affect the format and content of the data tables that applicants are required to submit as part of the NIH **T32** and other training grant applications.

The updated tables are designed to improve consistency in reporting, ensure better alignment with NIH training priorities, and streamline the review process. Institutions preparing training grant applications should review the new guidelines carefully to ensure their submissions meet the updated requirements.

Applicants should pay close attention to the revised instructions and incorporate the updated data tables into their applications. These changes apply to all applications submitted after the January 2025 deadline, so early preparation is encouraged to avoid delays.

For more detailed information on the updates to the NIH training grant application data tables, please refer to the official NIH notice.



## NSF Updates & Reminders

The National Science Foundation hosted its 2024 NSF Virtual Grants Conference from December 9–12, 2024. If you were unable to attend the live sessions, never fear as you are able to access the [recordings for each webinar](#)! The NSF Grants Conference is a must-attend for new faculty, researchers, and administrators. The webinars offer faculty/administrators/researchers the ability to:

- Learn about new NSF programs and initiatives
- Understand how to write a successful proposal
- Learn about NSF's Merit Review Process and conflict of interest policies
- Participate in NSF directorate sessions
- Understand award management policies and procedures

Be sure to bookmark the [NSF Policy Office Resource page](#) and take advantage of the many offerings available!

### NSF publishes “For Comment” version of the Proposal & Award Policies & Procedures Guide in the Federal Register

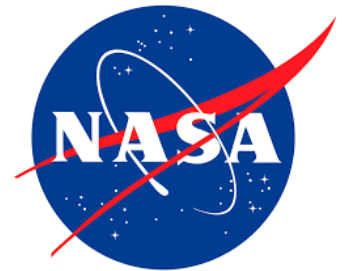
NSF published a notice in the [Federal Register](#) announcing the availability of the “For comment” draft of the *Proposal & Award Policies & Procedures Guide* (PAPPG) (NSF 24-1). The Foundation is accepting comments from the external community until **cob February 10, 2025**. The draft PAPPG is available on the [Policy Office website](#).

To facilitate review, revised text has been highlighted in yellow throughout the document and explanatory comments have been included in the margins, where appropriate.

***Do you find any part of the PAPPG ambiguous? Do you need clarification on what the NSF is asking of you at either the proposal or award stage? If so, now is your opportunity to have your voice heard by the NSF! Review the draft PAPPG and submit comments to the NSF before cob February 10, 2025.***

## NASA Updates

### NASA Grant Policy Video Series for Training on the revised GCAM and T&Cs after October 1st 2024



To provide training on the revised GCAM and T&Cs, NASA's Grant Policy and Compliance (GPC) team will be releasing a series of three training videos. The following training episodes will be released in December 2024 on [NASA's YouTube Grants Playlist](#).

- Episode 1 – Revisions to the NASA Grant and Cooperative Agreement Manual (GCAM): In this episode, NASA will provide an introduction to the GCAM, an overview of major revisions in the 2024 edition, and a discussion of what those revisions mean for applicants and recipients. **Episode 1:** [Revisions to the NASA Grant and Cooperative Agreement Manual \(GCAM\)](#)
- Episode 2 – Biographical Sketch and Current and Pending Support (CPS) Disclosure Requirements: Wondering where to find the new disclosure forms? Not sure which activities are required to be disclosed? Curious about how to make a post-award disclosure? These and other questions will be addressed in a quick tutorial that will provide an overview of new biosketch and CPS disclosure requirements found in the 2024 GCAM. **Episode 2:** [Biographical Sketch and Current and Pending Support Disclosure Requirements](#)

- Episode 3 – Revisions to the NASA Grant and Cooperative Agreement Terms and Conditions: This episode provides a detailed overview of the significant updates to NASA's GCAT to align with the latest revisions to 2 CFR 200. Tailored for grant recipients, this training emphasizes key changes, including updated terminology, the transition of the GCAT from the Grant and Cooperative Agreement Manual (GCAM) to a standalone document, and enhancements aimed at improving clarity, compliance, and accessibility. **Episode 3:** [Revisions to the NASA Grant and Cooperative Agreement Terms and Conditions \(GCAT\)](#)

## Department of Energy Updates



### Updated Multi-Factor Authentication for eXCHANGE

[eXCHANGE](#) has established [multi-factor login](#) for our web-based portal eXCHANGE. Moving forward, users will need to authenticate to eXCHANGE through an enhanced version of the current multi-factor authentication process. Users will have the choice of two services to authenticate (aka login) to eXCHANGE: Login.gov or ID.me.

Users with existing Login.gov accounts can still sign in with their same credentials, they will need to provide some additional information required for enhanced identity proofing. Users who choose to authenticate via ID.me will need to create new accounts. If users have an existing ID.me account, users will be able to just add their eXCHANGE email to their ID.me account.

You are only required to create an account with one service, but if you would like to have an account with both, that is acceptable as well. The email used will need to match your eXCHANGE account. Be aware that you will need to setup different passwords and 2nd factor authentication for Login.gov and ID.me.

## What is Login.gov

[Login.gov](#) is a secure sign-in service used by the public to sign in to participating government agencies. Participating agencies will ask you to create a Login.gov account to securely access your information on their website or application. You can use the same username and password to access any agency that partners with Login.gov. This streamlines your process and eliminates the need to remember multiple usernames and passwords.

## What is ID.me?

[ID.me](#) is the next-generation digital identity network that simplifies how individuals securely prove their identity online. Consumers can verify their identity with ID.me once and seamlessly log in across websites without having to create a new login or verify their identity again.

## Additional Help

Login.gov Questions?

- [How to Create a Login.gov Account](#)
- [How to Verify Your Identity](#)
- [Accepted Identification Documents](#)

ID.me Questions?

- [How to Create an ID.me Account](#)
- [Already Have ID.me & Need to Add eXCHANGE Email](#)
- [Accepted Identification Documents & Verifying Your Identity](#)

## New York State Agencies

### State Financial System (SFS)

SFS is a third-party system and New York State (NYS) government's accounting and financial management system used to manage contracts and payments. SFS replaced Grants Gateway January 2024. Access SFS at [SFS Login Page](#). To request a password reset, please email [CustomerServices@rfsuny.org](mailto:CustomerServices@rfsuny.org).

If you require assistance searching for or submitting your bid/proposal or other information in SFS, please contact your [OSP Pre-Award Specialist](#).

If you have any technical issues with SFS, please contact the SFS Help Desk at [helpdesk@sfs.ny.gov](mailto:helpdesk@sfs.ny.gov) or call (518) 457-7717 or (855) 233-8363 toll-free.

If you need a new account for SFS, please complete this [SFS User Access Form](#) and email it to [CustomerServices@rfsuny.org](mailto:CustomerServices@rfsuny.org). Here is a link to the [SFS Vendor Role Guide](#). The [user manual for the SFS system](#) is available!

## 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. The myResearch testing environment and training materials were specifically designed for testing and training purposes, allowing users to familiarize themselves with the system and practice without any impact on the live environment.



## Key Points to Remember:

**Training and Testing:** Use the [online training resources](#) for the myResearch Grants Test environment to create sample proposals and practice submission processes. This helps ensure you are fully prepared when it comes time to submit real proposals. 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. Users can sign up for multiple dates if a refresher on the information is needed. Please visit the [OSP/ OGM training website](#) to view the upcoming class schedule and [register for classes](#).

**Avoiding Inaccurate Data:** Submitting sample proposals in the live environment can lead to inaccurate data, cluttered inboxes, and confusion. It's crucial to keep the live environment clean and accurate for actual submissions to external sponsors.

**Reducing Risks:** Using the live environment for non-submission activities increases the risk of errors, such as mistakenly submitting incomplete or incorrect proposals to sponsors. This can have serious repercussions on our institution's reputation and success rates.

**Minimizing Inconveniences:** Non-essential activities in the live environment can slow down the system, affecting everyone who needs to use it for genuine submissions. Only use the live environment for proposals that are intended for submission to external sponsors.

We appreciate your cooperation in keeping our systems efficient and our data accurate. If you have any questions or need assistance, please do not hesitate to contact us at [ovpr\\_myresearchgrants@stonybrook.edu](mailto:ovpr_myresearchgrants@stonybrook.edu).

## Other Reminders:

- If you will be engaging in a clinical trial or a testing/lab study, please make sure to log into the [myResearch Agreement module](#) and create the agreement log. The system will walk you through questions on the smart forms that are specific to your project. Once the smart forms are completed, click on submit and your Contract team member will be in touch. As a reminder, all agreements that flow through The Research Foundation and are supported by the Office of Sponsored Programs (OSP) can be initiated either by OSP or by the PI/their research administrative staff. For questions regarding agreements, reach out to [osp\\_contracts@stonybrook.edu](mailto:osp_contracts@stonybrook.edu).
- Off-Campus Determination: The Off-Campus rate applies when all or greater than 50% of project personnel effort will take place at an off-campus location over the full period of performance or for longer than 50% of the award period. Note that convenience, telecommuting, conferences, and incidental travel do not qualify for the off-campus determination. The Facilities and Administrative/Indirect Cost (F&A/IDC) Off-Campus Rate Request Form must be completed for all off-campus rate requests and must be uploaded to the General Proposal Information page, Field 9.0. Select 100% off campus in question, Where will the majority of the project activities take place?, and Yes to the question, DHHS F&A Rate applies? MyResearch will prompt you to upload the completed/signed request form.

## OSP News, Announcements and Reminders

### Introducing New Budget Templates to Reflect Updated Uniform Guidance Requirements

We are announcing the introduction of [new budget templates on our website](#) that align with the **updated Uniform Guidance (UG) requirements**, effective for awards dates on or after **July 1, 2025**. These updates bring important changes that affect how budgets are structured and submitted to sponsors.

Key Changes in the New Budget Templates:

- **Threshold for Equipment:** The threshold for equipment purchases has increased from **\$5,000** to **\$10,000**. This means that items costing more than \$10,000 will be categorized as equipment, while those below this threshold will be treated as supplies.
- **F&A Rate for Subrecipients:** The **Facilities and Administrative (F&A)** rate for subrecipients will now apply to the **first \$50,000** of a subaward, up from the previous threshold of **\$25,000**. This adjustment reflects the updated UG policy and ensures consistency in cost recovery for subaward activities.

We are currently evaluating how the **myResearch Grants FP budget module** can be updated to fully incorporate these changes and ensure a smooth transition.

#### Need Assistance?

If you have any questions or need clarification on how to implement these changes in your upcoming proposals, please reach out to your OSP Specialist. They are available to assist you with understanding how these updates impact your budget development process.

## OSP New Staff Announcement

The Office of Sponsored Programs is excited to welcome **Maribeth Janssen and Lara Yeats** as the latest members of the Grants & Contracts Post-Award team!

**Maribeth Janssen** has lived in many places from Northern Virginia to Ft. Myers, Florida. However, where she currently resides has always been home, Columbia, Missouri. With her bachelor's degree in Social Work and over 5 years of experience in financial accounting for government contractors and pre-award sponsored programs for another institution, she is excited to jump into her next challenge! Outside of work, Maribeth enjoys spending time with her husband (Colter) and 2 dogs (Fig and Freya), riding her Peloton bike, playing video games, and singing.

**Lara Yeats** has two years of experience in post-award grants administration, managing diverse portfolios and supporting Principal Investigators with grant compliance in her role as a Sponsored Project Specialist at the University of Colorado. Lara is originally from Chicago but has called Colorado home for many years. She holds an MBA from the University of Northern Colorado and is pursuing a Master of Finance at Colorado State University. In her free time, she enjoys walking her dogs, being outdoors, spending time with her family, and reading true crime books. She is thrilled to join RF SUNY as a Grants & Contracts Specialist!

## OSP Post Award Team Reminder: NIH RPPR Requirement Reminder to Secure eRA Commons ID's for All

Per the [April 20, 2021 NIH notification](#), all Senior/Key Personnel and those Individuals needing scientific roles (ie Program Directors, Principal Investigators, Scientist, Post-Doc, Graduate Students, Undergraduate Students, Project Personnel) on an NIH funded project, require an eRA Commons ID. **Therefore, it is recommended that as soon as these individuals are hired to participate on the project, they should obtain an eRA Commons ID if they do not already have one.** If the personnel does not have an eRA Commons ID, they should request one by [completing the smart form at the following link on our website.](#)

Please note, eRA Commons IDs are a required entry when listing all participants on a project in the reporting period on the annual or final progress report (RPPR). Obtaining the Commons ID at hire rather than during RPPR preparation will prevent any issues at the RPPR review that might delay submission. This is particularly important in the event the personnel leaves the institution prior to the RPPR due date.

If you have any questions on the above or any other questions regarding administration of your grant award, please reach out to [osp\\_postawards@stonybrook.edu](mailto:osp_postawards@stonybrook.edu)."

## OGM News, Announcements and Reminders

### 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.

Since Stony Brook University has no other funding source to provide for damage to, or loss of equipment, this is your only vehicle for protecting your equipment. This low-cost coverage through AMSURE protects equipment against loss with worldwide coverage, including flood and earthquake.

The annual premium rate under the equipment policy, effective July 1, 2023 is \$1.43 per \$100 of coverage (for the current award budget period) 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.

Most sponsors allow equipment insurance to be charged to grant awards and contracts as an acceptable way to protect the equipment necessary to conduct the research project. This insurance is strongly encouraged.

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](mailto:ogm_ovpr@stonybrook.edu).

## Approvals on HRS/Payroll Actions must be dated

Principal Investigators and assigned signature delegates are reminded that all transactions that are routed to HRS/Payroll for action must include the date of approval. If a signature is not legible, a printed name should be added as well. This includes Employee Appointment, Change Forms as well as Fellowship appointment forms.

## OGM email reminders

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

[ogm\\_ovpr@stonybrook.edu](mailto: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](mailto: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](mailto: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](mailto:ogm_clinicaltrialreceivables@stonybrook.edu) - for incoming payment information specific to Clinical Trial Awards.

## Training, Workshops and Other News

### 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 Now 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](#).

### 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](#).

## Team Spotlights



Who is working on a cool new project and why? Working with someone who exceeded your expectations? This section will focus on recognizing the great service provided, and the good that happens on a daily basis in OSP and OGM.

Congratulations! **William (Bill) Graziano (OGM)** has received a Gratitude Gram from Chelsey Nicole Dollinger *Bill - just a small thank you to acknowledge all you do for IACS! You are always so helpful and responsive, and are just an overall pleasure to correspond with. Thank you for continuously going above and beyond to help us however you can!*

To the **OSP team** *"All of us here at NYSG deeply appreciate you...and all you do. Can't express how much we appreciate your support....Look forward to continuing to work with you in 2025. And beyond!"* From NY SeaGrant



## **Warmest Wishes for the Holiday Season**

**As the year comes to a close, we want to take a moment to express our gratitude for your continued partnership and collaboration. The OSP and OGM teams are thankful for the trust and support we've shared in advancing our research and projects together.**

**Wishing you and your loved ones a joyful holiday season filled with peace, happiness, and good health. We look forward to another successful year working with you in 2025.**

**Happy Holidays and a Happy New Year!**

**The OSP-OGM Team**