Sponsored Research - News, Updates, Reminders

February 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: Navigating Federal Executive Orders and Research Changes - Key Updates for SBU Researchers

Over the past month, several Presidential Executive Orders and federal agency mandates relevant to SUNY have been issued. Many of these orders and mandates are subject to legal challenges and may have ambiguous immediate legal ramifications. To ensure a consistent and coordinated response across the SUNY system, faculty, staff, and researchers must direct any questions related to compliance with federal law on grants, contracts, and funding proposals 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.

At Stony Brook University (SBU), we continue to closely monitor the evolving federal landscape and its potential impact on federally funded research. Please continue checking the Federal Agency Transition Guidance website regularly for updates on federal announcements, agency directives, and SBU-specific guidance.

If you receive a stop-work order or any communication from a funding agency that may affect your award, promptly forward it to OSP (osp@stonybrook.edu). OSP will guide you through the implementation process and coordinate any necessary follow-up communications. Unless explicitly directed otherwise, researchers should continue submitting proposals and progressing on awarded projects.

For additional information and related news on federal research policy changes, please refer to updates from the Council on Governmental Relations (COGR).

Sponsor Updates

NSF Updates

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 includes a message to the NSF Principal Investigator community and Frequently Asked Questions. The page is updated frequently so be certain to bookmark the page!

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

Reminder: FY 2026 Fringe Benefit Rates Submitted to DHHS and Updated SBU Practice

The Research Foundation for The SUNY has submitted the FY 2026 fringe benefit rate proposal to DHHS. In alignment with a new SBU practice, the proposed fringe benefit rates will be adopted for budgeting purposes upon submission, as DHHS has historically approved the proposed rates.

The following rates have been submitted for FY 2026, effective July 1, 2025:

- Regular RF Employees: 37.5% (decreased by 2 points from FY 2025)
- Post-Doctoral: 28% (decreased by 3 points from FY 2025)
- Graduate Students: 13.0% (no change from FY 2025)
- Undergraduate Students: 5.5% (no change from FY 2025)
- Summer Only: 14.0% (no change from FY 2025)
- SUNY-IFR: 59.59% (decreased by 3.84 points from FY 2025, as projected by the NYS Division of Budget)

While formal approval from DHHS is anticipated in the April/May timeframe, these proposed rates are now reflected in the Oracle Business System, the OSP/OGM website, and myResearch Grants. Moving forward, these rates should be used on all new proposals.

Note: The new rates will not automatically update any existing budgets or proposals in Draft status within myResearch Grants. Users must manually select the updated fringe benefit rates from the picklist in the Budget module to recalculate.

Updates will be communicated once DHHS formally approves the submitted rates.

For any questions or assistance, please contact your OSP Specialist, or email us at osp@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.

Virtual Coffee Break with a Concur Subject Matter Expert

Join the Procurement, Travel and Card team!

Grab a cup of coffee and join subject matter experts from the Procurement, Travel & Card Programs Office for a virtual coffee break. Sessions will offer demos, training, time to 'ask the experts' and lots of Concur information. Zoom sessions will be held on the second Tuesday of each month, starting February 11, 2025 from 10 am to 11am.

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. 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

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. Over the course of four mixed-format workshops, participants will gain a comprehensive understanding of the NIH's R mechanisms and learn how to prepare competitive proposals successfully.

- Workshop 1: NIH R-Series Kickoff

    Monday, February 24, 2025 | 2 pm to 3 pm (Zoom)

- Workshop 2: Planning and Writing NIH R Proposals

    with the AtKisson Training Group (ATG)

    Wednesday, March 5, 2025 | 8:30 am to 4:30 pm (in person)

    Location: Hilton Garden Inn at Stony Brook University

    *Must register by February 19, 2025; due to space limitations,

    registrations are subject to review and approval*

- Workshop 3: Developing Non-Technical Components

    Monday, March 24, 2025 | 2 pm to 3 pm (Zoom)

- Workshop 4: Meet and Greet with NIH R Awardees

    Wednesday, April 30, 2025 | 2 pm to 3 pm (Zoom)

Register for the NIH R-Series Academy

Registration is required for all workshops. If you are interested in attending Workshop 2: Planning and Writing NIH R Proposals, please register by February 19.

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.

SUNY Graduate Research and Creative Activities Conference (GRC)

Please share the following email with any student you think would be interested in participating in this conference. The SUNY Graduate Research and Creative Activities Conference (GRC) is a SUNY-wide virtual multidisciplinary spring semester event that highlights and showcases graduate students' achievements in scholarship.

It brings together graduate students and faculty mentors from across the SUNY system, by providing a forum to disseminate research and creative activities in the form of oral and poster presentations in ALL academic disciplines.

By bringing together students and faculty from across the state, the GRC provides a venue for networking and helps realize the synergistic power of the SUNY system.

The SUNY GRC will take place virtually on May 2, 2025.

Please visit the Conference Website at SUNY.edu/gradcon to submit and abstract or learn more about the conference. Abstract submission deadline is March 23, 2025.

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.