Non-Federal Sponsor Guidance

This page is summary of guidance collected from various Non-Federal Sponsors. Federal Sponsor Guidance can be found on our COVID-19 Resource page.

The Health Research Alliance (HRA) is a collaborative member organization of non-profit research funders that is committed to maximizing the impact of biomedical research to improve human health. They represent over 85 non-profit funders that have invested nearly $14 billion in biomedical research and training.

HRA solicited feedback from its members on how they are preparing for or responding to COVID-19, and combined this data with information compiled by a team at the Simons Foundation. They’ve consolidated the information into one spreadsheet, which contains data from 80 non-profit sponsors.

Also see additional guidance received directly by UCSF from the following sponsors:

- California Wellness
- CIRM
- Cancer Research UK (CRUK)
- Mount Zion Health Fund
- Packard Foundation, The David & Lucile
- PCORI
- RGPO

California Wellness

SOURCE: Email to Grantees

Late Submission Policy

No guidance at this time

Pre-Award Costs

No guidance at this time

No-Cost Extensions

Principal Investigators should work with their RSC to email grants@calwellness.org and they will connect you with the staff managing your grant in order to extend the grant period.

Carry Forward of an Unobligated Balance
Expenditure of Awards Funds for Salaries, Stipends and Other Project Activities

If the work you were hoping to accomplish has been disrupted or impacted due to current conditions, then you may reallocate Cal Wellness grant dollars to help you address the crisis.

Delays in Research Progress Including Financial and Other Reporting

Any reporting requirements with a due date of 12/31/2020 or before will automatically receive a six-month extension. There is no need to take additional action on your part.

Travel Costs

No guidance at this time

CIRM

SOURCE: Email to Awardees

Late Submission Policy

No guidance at this time

Pre-Award Costs

No guidance at this time

No-Cost Extensions

Inception, Quest and other non-milestone research awards will be allowed no-cost extensions beyond the allowable limit in the Notice of Award. For these award types that require a no-cost extension, awardees should work with their RSC to submit a Prior Approval request 30 days prior to the original project end date via the CIRM Grants Management System. Principle Investigators should work with their RSC to email.

Carry Forward of an Unobligated Balance

No guidance at this time

Expenditure of Awards Funds for Salaries, Stipends and Other Project Activities

As project activities begin to reduce or come to a halt, CIRM expects that awardees will appropriately reduce project expenditures and if required use contingency funding. During this time, a reduction in personnel effort is expected but we hope that you are able to retain the critical expertise on your project teams so that projects can begin work when able. CIRM will waive Principal Investigator and Project Manager effort requirements beginning March 2020 until work can continue. A Prior Approval Request is not required for this change.
Delays in Research Progress Including Financial and Other Reporting

For Clinical, Translational and Infrastructure awardees CIRM will not terminate awards for operational milestone delays due to the impact of COVID-19. No formal request to CIRM is required. For those of you who are running clinical trials, the FDA has issued a new guidance document entitled, FDA Guidance on Conduct of Clinical Trials of Medical Products during COVID-19 Pandemic Guidance for Industry, Investigators, and Institutional Review Boards, March 2020 which is linked for your convenience.

Travel Costs

No guidance at this time

Cancer Research UK (CRUK)

- CRUK website: Coronavirus (COVID-19): Information for grant applicants and grantees
  - Topics covered:
    - Applying for Cancer Research UK Funding - delay of Spring funding round
    - For CRUK grantees - addressed cuts to funding, spending flexibilities, requesting NCE, and other flexibilities

Mount Zion Health Fund

Mount Zion Health Fund (MZHF) is exercises flexibility in response to the effects of COVID-19. Principal Investigator should work with their RSC to contact MZHF.

Packard Foundation, The David & Lucile

SOURCE: Foundation's Grantmaking Response

These flexibilities will be adjusted as circumstances affected by COVID-19 evolve. Please continue to provide feedback to program staff at feedback@packard.org.

Late Submission Policy

No guidance at this time

Pre-Award Costs

No guidance at this time

No-Cost Extensions

- All grantees will automatically receive a 4-month extension for any grant report due between February 28 and June 30.
- Project timelines or additional reporting deadline will be adjusted as needed.

**Carry Forward of an Unobligated Balance**

No guidance at this time

**Expenditure of Awards Funds for Salaries, Stipends and Other Project Activities**

- Payments will be made to grants as scheduled. Expedited payments may be requested if needed.
- The Foundation is open to converting project grants to general operating support, to provide maximum flexibility to use funds where they are most needed. If interested, contact the program officer. **This applies to all grantees other than expenditure responsibility grantees, universities, fiscal sponsors, and governmental units; if you fall into one of those categories, there may be other ways to provide you with more flexibility please work with your OSR staff to consult with the grant program officer.**

**Delays in Research Progress Including Financial and Other Reporting**

- All grantees will automatically receive a 4-month extension for any grant report due between February 28 and June 30.
- Project timelines or additional reporting deadline will be adjusted as needed.

**Travel Costs**

Funds expended for planned events that are now cancelled and not refundable can be charged to related grants without modification to the grant agreement.

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**PCORI**

Sources: PCORI COVID Updates, PCORI FAQs

**Late Submission Policy**

- PCORI revised deadlines and opportunities are noted in the Funding Opportunities section.
- When delays occur because the applicant or recipient organization is officially closed due to a natural disaster or other emergency, or because designated PD/PI(s) or other key staff is/are quarantined or involuntarily unable to come to their work locations, PCORI will consider accepting applications late, with **prior approval**. Principal Investigators should work with their RSC to contact PCORI.

**Pre-Award Costs**

No guidance at this time

**No-Cost Extensions**

Given the fluid situation, PCORI understands that awards might be delayed in completion. It is in the best interest of PCORI and the entire medical community to confront the immediate...
challenges and impact of the current crisis. In the future, it is anticipated that delays/modifications will be addressed on a case-by-case basis. More information on project/budget modifications will be posted at a later date. To the extent possible, please notify your PCORI staff person as soon as possible of any delays or modifications, along with supporting documentation.

Carry Forward of an Unobligated Balance

No guidance at this time

Expenditure of Awards Funds for Salaries, Stipends and Other Project Activities

Maintaining integrity of project teams during this time is a high priority for PCORI. PCORI staff are working to address this concern regarding pay for salaries of researchers unable to work as a result of or related to the effects of COVID-19. Will update when future guidance is received. Please contact your PCORI staff person for additional information and continue to check this website for changes or updates to PCORI guidance.

Delays in Research Progress Including Financial and Other Reporting

- Institutions should take all steps necessary to ensure the safety of all human participants and research staff involved in PCORI-funded awards.
- If you plan to continue study operations with new patients, any changes to the Population, Intervention(s), Comparator(s), Outcome(s), Timing, or Setting (PICOTS) that affect your PCORI-approved research, this information must be shared with your PCORI staff person (Program Officer, Program Associate, Contract Administrator, or Engagement Officer) as soon as possible with details on the effects of COVID-19 and the related reason for changes. These instances will require PCORI’s review and approval. Such instances will be decided on a case-by-case basis.
- If research activities of your PCORI-funded award have been placed on pause, you do not need to obtain PCORI’s approval in advance. Please contact your PCORI staff person as soon as possible to inform them of the pause in research activities. It is likely the Program Officer/Program Associate for your award would like to see supporting documentation from your institution and/or public health authorities as well as any additional documentation from regulatory bodies. See the open letter to research sponsors and collaborating institutions.

Travel Costs

PCORI will reimburse institutions for non-refundable costs associated with grant related travel that has been cancelled on a case-by-case basis. Please contact your PCORI staff person.

RGPO

SOURCES: RGPO COVID-19 Communication to Grantees

Late Submission Policy

No guidance at this time
Pre-Award Costs

No guidance at this time

No-Cost Extensions

As per current RGPO policy, all grants are eligible to receive an automatically-approved three-month no cost time extension at the conclusion of their project period.

Carry Forward of an Unobligated Balance

As per current RGPO policy, carryforward of up to 25% of original annual direct cost is allowable without approval.

Expenditure of Awards Funds for Salaries, Stipends and Other Project Activities

- RGPO will allow recipients to continue to charge the approved salaries and benefits to currently active RGPO awards consistent with the recipient institution’s policy of paying salaries under unexpected or extraordinary circumstances from all funding sources, Federal and non-Federal.
- For research studies that were disrupted due to the COVID-19 public health emergency, RGPO will allow costs to be charged that are necessary to resume activities supported by the award. The expenses must be consistent with applicable RGPO policies, and directly benefit the approved scope of work.
- Costs related to the cancellation of events, travel, or other activities necessary and reasonable for the performance of the approved scope of work, or the pausing and restarting of grant funded activities due to the public health emergency, may be charged to the RGPO grant with which those events, travel, or activities were associated.

Delays in Research Progress Including Financial and Other Reporting

- Progress and fiscal reports that are due on or before October 1, 2020 will receive an automatic deadline extension of three months.
- If you need to reduce the scope of your research plan, please note the following:
  - If you need to **reduce** the scope of your research plan due to COVID-19 related impacts, you do not need to contact the Program Officer assigned to your grant in advance, as this reduction will be captured in your progress/final report.
  - If you believe that it will be necessary to **alter** the approved scope of work or respond to challenges faced by your organization or the communities you serve as a result of COVID-19, please contact your Program Officer. They will be as responsive as possible and work with you to make any changes efficiently.
- If you need additional time extensions, or have questions, please contact us at: RGPOgrants@ucop.edu
- For required research protocol changes, please contact your Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), or other research regulatory bodies for approval, and then submit that approval to the RGPO funding program. Notification to our office of any assurance approvals or renewals due in the
next four months (on or before August 1, 2020) will receive an automatic 30-day deadline extension.

**Travel Costs**

- Costs related to the cancellation of events, travel, or other activities necessary and reasonable for the performance of the approved scope of work, or the pausing and restarting of grant funded activities due to the public health emergency, may be charged to the RGPO grant with which those events, travel, or activities were associated.