

Sponsored Research - News, Updates, Reminders

January 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!



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

The federal landscape is undergoing significant changes, and Stony Brook University (SBU) is closely monitoring the impact of new Executive Orders and federal actions on federally funded research. To support our research community during this time, a dedicated webpage has been created to serve as a central hub for updates and resources.

What's on the Webpage?

The webpage, titled "[2025 Federal Agency Transition Guidance](#)", features:

- Internal Announcements: Updates from SBU's VP for Research, including the latest insights into how federal changes may affect researchers.
 - January 27, 2025: Federal Landscape Changes Overview.
 - January 28, 2025: Memo to NASA Investigators regarding Diversity, Equity, Inclusion, and Accessibility (DEIA) changes.
- Executive Orders and Resources: Comprehensive information on federal guidance, including directives and memoranda from key agencies such as the Department of Energy (DOE), NASA, and the Department of Health and Human Services (HHS).
- Agency-Specific Communications: Notices of stop-work orders and other directives received by SBU, such as NASA's requirement to cease all DEIA activities under specific awards.

Key Actions for Researchers

Stay Informed: Visit the new webpage regularly to keep up with federal announcements, agency directives, and SBU-specific guidance.

Report Notifications: If you receive a stop-work order or communication from a funding agency, promptly forward it to the Office of Sponsored Programs

(osp@stonybrook.edu). OSP will guide you through the implementation process and handle any necessary follow-up communications.

Continue Business as Usual: Unless directed otherwise, researchers should continue submitting proposals and progressing on awards.

Upcoming Town Hall Meeting

The Office for Research and Innovation is hosting a town hall meeting this Thursday, January 30 at noon to discuss these changes in more detail. This is a valuable opportunity to ask questions and gain clarity on how these developments may impact your work. Single Sign On will be required to join the meeting.

<https://stonybrook.zoom.us/j/96857729147?pwd=wLTI6Uy5RRCfgzT9FWZI3OXEQ4uLkE.1>

Meeting ID: 968 5772 9147

Passcode: 3CeSPdo8

Resources at Your Fingertips

The webpage also links to important resources, including:

- Guidance from the Council on Governmental Relations (COGR) on the administration transition.
- Agency-specific actions, such as DOE's review of administrative activities and HHS's temporary communication pause.
- Relevant Executive Orders affecting DEIA policies and other federal funding priorities.

We encourage all PIs and research administrators to bookmark the webpage and utilize it as a resource during this transition period. For any immediate concerns or clarifications, feel free to reach out to OSP or OGM or your designated pre- or post-award contact.

Stay engaged and informed as we navigate these changes together!

Sponsor Updates



NIH Updates & Reminders

Reminder that Multiple Changes Affecting Extramural Applications and Review are Coming for Application Due Dates on or After January 25, 2025

This [notice](#) serves as a reminder to the research and research training community of multiple changes affecting application and peer review processes impacting grant applications submitted for due dates on or after January 25, 2025, and on or after May 25, 2025.

Required for due dates on or after January 25, 2025

- [Simplified Review Framework for Most Research Project Grant Applications](#) – To better focus reviewers on key questions necessary to assess the technical merit of proposed projects, NIH is reorganizing the five regulatory criteria (Significance, Investigators, Innovation, Approach, Environment) into three factors — two will receive numerical scores and one will be evaluated for sufficiency. These changes impact how an application is reviewed; they do not change how the application is developed.
- [Revisions to the NIH Fellowship Application and Review Process](#) - To increase the likelihood that the most promising fellowship candidates will be consistently identified by scientific review panels, NIH is revising the fellowship review criteria used to evaluate fellowship applications and modifying the PHS Fellowship Supplemental Form to align with the restructured review criteria. These changes will impact both the development and review of fellowship applications.

- [Updates to Institutional Training Grant Applications](#) - To further support the development of a biomedical research workforce that will benefit from the full range of perspectives, experiences and backgrounds needed to advance discovery, and to reduce reviewer burden, NIH is making changes to National Research Service Award (NRSA) Training Program applications. These changes impact the PHS 398 Research Training Program Plan Form and the Training Data Tables and primarily affect how the application is developed.
- [Updates to Reference Letter Instructions for Referees](#) - To provide more structure so letters will better assist reviewers in understanding the candidate's strengths, weaknesses, and potential to pursue a productive career in biomedical science, NIH is updating the instructions for reference letters.
- [Updated Application Forms \(FORMS-I\)](#) - NIH is updating application forms to provide the needed form fields to efficiently implement policy updates identified in this Notice and better align form instructions and field labels with current terminology (e.g., "grantee" to "recipient").

Required for due dates on or after May 25, 2025

- [Common Forms for Biographical Sketch and Current and Pending \(Other\) Support](#) – To provide clarity regarding disclosure requirements and greater standardization across research agencies, NIH is adopting the Biographical Sketch Common Form and the Current and Pending (Other) Support Common Form for application due dates and progress report submissions on or after May 25, 2025.
 - NIH will implement the Common Forms without change to any collection fields. However, in accordance with NIH's Peer Review Regulations at 42 Code of Federal Regulations Part 52h, NIH plans to continue collecting three required agency specific data elements (i.e., Personal Statement, Contributions to Science, and Honors) separately on a new NIH Biographical Sketch Supplement.
 - Applicants/Recipients are encouraged to start preparing for this change by becoming familiar with [SciENcv](#) and establishing [ORCID IDs](#) and [linking](#) them to the eRA Commons profiles of individuals required to submit a Biographical Sketch as this will be required once the Common Forms go into effect.

Although each of these initiatives has specific goals, they are all meant to simplify, clarify, and/or promote greater fairness towards a level playing field for applicants throughout the application and review processes.

NIH Operates Under a Continuing Resolution (NOT-OD-25-054) (Release Date: January 10, 2025)

NOT-OD-25-054

The Department of Health and Human Services (HHS), including National Institutes of Health (NIH), operates under the American Relief Act, 2025 ([Public Law 118-84](#)) signed by President Biden on December 21, 2024. This Act (CR) continues government operations through March 14, 2025, at the Fiscal Year (FY) 2024 enacted level, with no reduction.

Consistent with NIH practices during FYs [2006 - 2024](#), NIH Institutes and/or Centers may, at their discretion, issue non-competing research grant awards at a level below that indicated on the most recent Notice of Award. Upward adjustments to awarded levels will be considered after FY 2025 appropriations are enacted, but NIH expects institutions to monitor their expenditures carefully during this period. All legislative mandates that were in effect in FY 2024 (see [NOT-OD-24-110](#)) remain in effect under this CR, as well as the salary limitation set at Executive Level II of the Federal Pay Scale (see [NOT-OD-24-057](#)) and the Ruth L. Kirschstein National Research Service Award predoctoral and postdoctoral stipend levels and tuition/fees as described in [NOT-OD-24-104](#).

NIH: What Should a Researcher Know if Their Animal Study May Involve Another Institution?

The short answer: [collaborations can offer significant benefits for scientific discovery](#).

However, there are a number of components to be considered and documentation that may be required prior to establishing a collaboration when research involves animal activity. You should work closely with SBU Office of Research Compliance, [Institutional Animal Care and](#)

[Use Committee \(IACUC\)](#) and your Office of Sponsored Program [Post-Award Specialist](#) to ensure that all requirements are met.

The NIH Office of Laboratory Animal Welfare recently refreshed and expanded a [Frequently Asked Question](#) centered around a recipient institution's responsibilities when collaborating with another entity on animal research. The recipient must [fulfill the animal welfare obligations](#) of an award and include these obligations in agreements with collaborating institutions. The updated FAQ also clarifies responsibilities for IACUCs, necessary parts of a written agreement, and the purpose of Memorandums of Understanding (MOUs). Additional helpful resources are also provided.

NIH All About Grants Podcast - Growing ORCID

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 ORCIDs](#)

Visit the [Stony Brook University Libraries ORCID Guide](#) This guide will demonstrate how to create, manage, import and export from your ORCID profile. ORCID allows you to create a unique author identifier for yourself to specifically identify your publications.

Updated Resources for 2025 Applications

Hopefully you've been tracking the various [Changes Coming to NIH Applications and Peer Review in 2025](#). January 25, 2025 – the effective date for most of those changes and the first application due date to require updated application forms and instructions (FORMS-I) – is just over a month away. We thought we'd check in one final time to make sure you have the latest and greatest information as we head into the new year.

Introducing the New NIH Public Access Policy

NIH has released a new [NIH Public Access Policy](#) to make the results of NIH-funded research accessible as quickly as possible. The new Policy, which will replace the 2008 Public Access Policy upon effective date, removes the twelve-month embargo period to provide accelerated access to published manuscripts. NIH was cognizant while developing this Policy that it would not exacerbate potential inequities in publishing, and as such, work within the existing policy framework to minimize new burdens on the research community.

NIH is also releasing its plan to make it easier for researchers, clinicians, students, and the public to find and make use of research results. Provide comments by Feb. 21, 2025.



NSF Updates & Reminders

Additional MFA Options for Research.gov

Logging in with your Research.gov account – This option requires you to confirm your email before proceeding with MFA enrollment. After confirming your email, please refer to the security method guides posted on the new [About Signing into Research.gov](#) page. The Passkey option seems to be the most straightforward option at the moment, and NSF has posted a [PDF](#) and [video guide](#) for setting up a passkey.

- Note that other login options (fingerprint/facial recognition/security key) are options as well, and NSF has provided guides for each of these methods if they are options available to you or your device.
 - [PIN PDF guide](#)
 - [Fingerprint PDF guide](#)
 - [Facial Recognition PDF guide](#)
 - [Security Key PDF guide](#)

For Principal Investigators, co-Principal Investigators, Other Authorized Users (ie Dept Administrators), Reviewers the MFA Options include Google Authenticator or [Okta Verify](#).

REMINDER: There is still time! – 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.

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.

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.
- 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

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 not 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

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 ORI, 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.

To **Steven Spaccarelli** and ORI team: "I want to thank you all from the bottom of my heart for the incredible help and support you gave me...The budgeting requirements were no small challenge, and with the tight deadline, it truly felt like an impossible task to tackle alone. But your expertise, patience, and guidance turned everything around, and I'm so grateful for how you stepped up to help me through this." (*Faculty, CEAS*)

Once again the teams in the offices of the ORI have stepped up with generous donations of shelf staple items and financial assistance to facilitate grocery support to more than sixty five families that count on a local food pantry in Suffolk County. Families were provided grocery items and grocery gift cards in the months of November, December and January at a time when resources are diminishing and the need is great. The folks in the ORI made a meaningful difference to many families that include children and disabled adults!