

(The Meeting is Being Recorded for Posting Online)

# COVID-19: Guidance for the UD Research Community

## Virtual Town Hall

Tuesday, March 24, 2020

1–2 pm



# Agenda

1. State of Delaware Update
2. UD Campus Updates
3. Operational Updates
4. How Can You Help?
5. Research Continuation Guidance
6. Questions - Chat Function

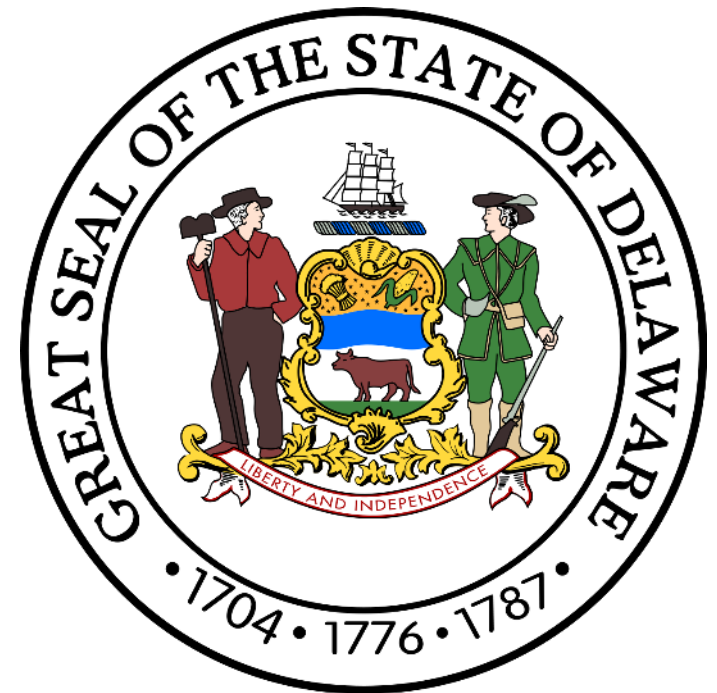
Communications—check these websites frequently (1+ per day)

<https://www.udel.edu/home/coronavirus/>

<https://research.udel.edu/coronavirus/>

# State of Delaware Update

- Governor's stay-at-home order for Delawareans. Essential Business exceptions– UD research and operations.
- The orders go into effect at 8:00 a.m. on Tuesday, March 24, 2020 thru **May 15 or until the public health threat is eliminated.**



# UD Campus Update

## President Assanis Letter 3/20/2020

- Work from home has been extended to April 13. In case this period needs to be extended, additional guidance will be provided.
- Classes resume via virtual instruction on Monday, March 30.



# UD Campus Update

## Operational Changes 3/20/2020



### **Classrooms will not be available for UD Capture**

Access is restricted to all University facilities including classrooms. There are alternate ways to record lectures. Please contact [Faculty Commons](#) or the Center for Teaching and Assessment of Learning at [ctal-info@udel.edu](mailto:ctal-info@udel.edu) for support.

# UD Campus Update

## Operational Changes 3/20/2020



### **Campus laboratories, classrooms, offices are off-limits**

- Faculty and staff should not access University laboratories, classrooms or offices for any reason, including to retrieve equipment.
- Only those essential personnel who are maintaining living organisms and critical infrastructure may enter spaces.

# UD Campus Update

## Operational Changes 3/20/2020

### Standard office purchases may be made with UD credit card

- Day-to-day reoccurring office expenses are permitted using a University-issued credit card. Not to be used for personal purchases.
- May be shipped to non-campus address.
- If you do not have a University credit card, such purchases may be reimbursed, provided they can be substantiated/documentated as a University business-related expense.



# UD Campus Update

## Operational Changes 3/20/2020

### **All equipment purchases must be pre-approved**

- MUST be approved in advance by your supervisor.
- Purchases will be funded by existing budgets. The Budget Office is establishing unit-specific purpose codes.
- All purchases related to working remotely should be moved to these codes for reporting purposes.
- All purchased equipment is UD property and is to be returned to campus when there is no longer a need to work remotely.





# How Can You Help?

Many of our alumni, parents and friends have asked how they can help during this unprecedented time for the University community.

- Give to the Student Crisis Fund
- Provide Advice and Professional Experience
- Show Your Blue Hen Spirit and Strength



## How Can You Help?

- Personal Protective Equipment
- Laboratory Equipment
- Reagents, other laboratory supplies



Coordinating with Delaware Emergency Management Agency (DEMA)

Collaborating with CCHS to secure reagents and equipment to support local COVID-19 testing.

# Research Continuance Guidance

- Research administration functions continue to operate normally and remotely.
- Graduate College staff are available remotely to support graduate students.
- PIs with questions about management of their grants should check with their program officers, agency websites and their cognizant contracts & grants specialist in the Research Office.

# Research Continuance Guidance

**Research personnel (grad students, postdocs, research staff, etc.) will continue to be paid via their current funding sources.**

- Grant-funded personnel continue to work remotely and charge grants accordingly.
- Individual agencies are issuing more specific guidance. (UD Research Office monitoring and updating website)

# Research Continuance Guidance

**White House Office of Management and Budget (OMB) Guidance  
3/19/2020**



**OMB Guidance Letter 3/19/2020**

**Expect Guidance to Differ by Agency**

# Research Continuance Guidance

## White House Office of Management and Budget (OMB) Guidance

3/19/2020

- Awarding agencies may allow recipients **to continue to charge salaries and benefits to active Federal awards** consistent with the recipients' policy of paying salaries from all funding sources, Federal and non-Federal.
- Awarding agencies may allow other costs to be charged to Federal awards necessary to **resume activities supported by the award**.
- ***Retention requirement of records** to substantiate the charging of any salaries and other project activities costs related to interruption of operations or services.*

# Research Continuance Guidance

## NIH Flexibilities Available to Applicants and Recipients of Federal Financial Assistance Affected by COVID-19

- **Salaries:** If a recipient organization's policy allows for the charging of salaries and benefits during periods when no work is performed due to the effect of COVID-19, regardless of the funding source, then such charges to NIH grant awards will be allowable.
- **Stipends:** Institutions may continue to provide stipend payments to fellows and trainees who may be unable to work as a result of or related to COVID-19. Recipients should notify the assigned grants management official, and provide documentation demonstrating the effect of COVID-19, and how long the institution will be affected.

# Research Continuance Guidance

## Direct charging of cancellation fees

**I already booked travel for a conference or for data collection that has been cancelled. What recourse do I have?**

Recent guidance from the Office of Management and Budget allows awarding agencies to permit recipients to charge **the full cost of cancellation** for activities **in support of the award**. PIs and grant administrators need to check the guidance from their specific sponsor to ensure allowability. **Do not assume additional funding will be available.**



# Research Development Updates

- General University Research (GUR) mid-April
- UD Research Foundation (UDRF) late May  
**GUR and UDRF start dates June 1, 2020**
- Chemours planning meeting, RFP delayed one month
- UD limited submissions continues.  
*Check listserv and website*
- NSF CAREER and NIH Academies transitioning to virtual meetings
- NIH S10 and high-end instrument RFAs out. Contact your research dean or Anshuman Razdan



*Anshuman Razdan ([razdan@udel.edu](mailto:razdan@udel.edu)) or Leigh Botner ([lbotner@udel.edu](mailto:lbotner@udel.edu))*

# Summer Undergraduate Research



- Planning for the programs is proceeding. Selecting scholars and identifying funding.
- This could change depending on how the pandemic unfolds.
- Contingency planning underway.
- Need to make a decision as far in advance as possible so that students can make alternative plans.

*Iain Crawford, Faculty Director, Undergraduate Research Program*

# Research Communications

Continue to tell the stories of your research, scholarship, creative endeavors.

How are your students, coworkers and you adapting research to work from home? What strategies/innovations facilitate your work?

Email Tracey Bryant, Sr. Director for Research Communications, [tbryant@udel.edu](mailto:tbryant@udel.edu) or your college communicators.

## Supporting Our Community

- Students can contact the Center for Counseling & Student Development at (302) 831-2141 or (302) 831-1001 for after-hours emergencies, or Student Health Services at (302) 831-2226.
- Faculty and staff may contact the Employee Assistance Program within Human Resources at (302) 831-2171 and/or their health care provider.

# Questions

Submit your questions via  
the Zoom Chat

