

## Research Guidance FAQ regarding COVID-19 Update Financial Impact

April 28, 2020

*This is a fluid situation and subject to change.*

### **Extramural Funding:**

- 1) What is considered extramural funding?
  - a) Grant, contract, and cooperative agreements funding from a federal, state, or city government agency, industry partners, cooperative organizations, and/or non-federal foundations are all considered extramural funding, including clinical trial agreements.
- 2) Who should I contact regarding questions about research staff funding sources and percentages, study or award timeframes, and study indirect rates?
  - a) [RBMFinancialProjections@luriechildrens.org](mailto:RBMFinancialProjections@luriechildrens.org)
- 3) I am a faculty member and charge a percentage of my salary to a grant, contract, or cooperative agreement. How will the temporary pay reduction impact this expense?
  - a) **Faculty should not contact their funding agencies directly about these salary modifications.** In most cases, faculty effort on an extramural award should not change due to the temporary pay reduction. The award will be charged less than initially budgeted, which will result in available funds that, depending on the terms and conditions of the award, may be rebudgeted into other categories or available to support faculty effort under a no-cost extension. Faculty with questions about the impact of temporary budget reductions on their awards should contact [RBMFinancialProjections@luriechildrens.org](mailto:RBMFinancialProjections@luriechildrens.org) to discuss prior to reaching out to their funding sponsors.

### **Decision Tree:**

- 1) What is the definition of "Mission Critical"?
  - a) Mission Critical research may include, but will not be limited to, research with expected near-term sustained extramural funding potential, extramurally funded research or research with committed deliverables with <30% indirect rates, recruitment-committed research, donor-specified research, and career development research.
- 2) Per the decision tree, I am furloughing my research staff who are funded less than 75% on extramural funding with greater than or equal to 30%. Do I still need to submit my project via the Mission-Critical Research Review under COVID-19 form?

- a) Yes - please submit all projects that are not extramurally funded with 30% or more indirect rates.
- 3) Is the IDC rate more than 30% or greater than or equal to 30%
  - a) The IDC rate is greater than or equal to 30%.
- 4) Is the study-associated staff effort distribution more than 75% or greater than or equal to 75%?
  - a) The study-associated staff effort distribution is greater than or equal to 75%.
- 5) I have research staff who are on multiple projects. How does this factor into the review for furlough decisions?
  - a) We recognize that many research staff are funding on multiple projects. Regardless of how many projects fund a specific research staff member, at least 75% of their effort would need to come from extramural funding with at least 30% IDC for the research staff member to not be furloughed.

#### **Internal Funding:**

- 1) What is considered internal funding?
  - a) Internal funding includes start-up, philanthropic, operational, strategic research initiative, and residual funds.
- 2) Can I use my residual funds to cover research staff effort?
  - a) Yes - residual funds are encouraged to be used to support research staff effort.

#### **Unpaid Furloughs:**

- 1) My research is paused due to the research restrictions in place under COVID-19. Should research staff be furloughed for only one week out of the four week period?
  - a) The leading principle for research staff furlough decisions should follow the Medical Center guidance on staffing to meet business needs (i.e., research study needs) and sharing the burden of reduced compensation as equitably as possible while mitigating the burden for as many of our coworkers as possible. Based on the needs of a specific research study, research staff may be furloughed for longer than one week during the next four week period if the research is paused or reduced.
- 2) May my research staff answer emails, phone calls, or text messages during their furlough period?
  - a) No - research staff on unpaid furlough are not permitted to do any work, including answering their email, phone calls, or text messages during their furlough period.

- 3) My research study has reporting or regulatory requirements that will need to be addressed while one or more of my research staff are on furlough. What should I do?
  - a) Where possible, PIs should ensure that research staff furloughs are rotated to ensure study coverage for reporting or regulatory requirements. PIs are ultimately responsible for these requirements and may need to provide these functions during research staff furloughs. Please contact the Office of Research Integrity and Compliance (ORIC) or the Clinical Trials Office (CTO) with any questions.