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MEMORANDUM

THROUGH : Dr. Colleen Bowman, Provost

FROM : Tomacita Grey, Sponsored Projects Manager
Office of Sponsored Projects

DATE : March 16, 2020

SUBJECT : Institutional and Agency Responses to COVID-19 and Additional Resources

During this pandemic we are subjected to responding according to the latest updates, guidance, and policies issued by the various agencies we work with in regards to the grants that are currently funded and any upcoming proposals. The Office of Sponsored Projects will continue to assist all Principal Investigators and those who intend to submit a proposal. The National Institutes of Health and the National Science Foundation have already setup resource websites for the research community and can be found at the following links:

NIH: https://grants.nih.gov/grants/natural_disasters/corona-virus.htm

NSF: https://www.nsf.gov/news/special_reports/coronavirus/

Accordingly, NSF is moving toward wholly virtual platforms and will continue to reassess their needs every two weeks. At the moment, NSF will continue to accept proposals, unless announced on their website (<https://www.nsf.gov>), proposal deadlines, target dates, and submission windows remain unchanged. NSF highly encourages grant participants to hold any meetings virtually where practicable. NSF has also released a “Dear Colleague Letter (NSF-20-052) describing the agency’s interest in proposals for rapid-response fundamental, non-medical, non-clinical-care research that can immediately explore how to model and understand the spread of COVID-19, inform and educate about the science of virus transmission and prevention, or encourage the development of processes and actions to address the global challenge. Prospective principal investigators should review this “Dear Colleague Letter.” Should you decide to submit this Letter, please include OSP in your submission email.

The Department of Energy has also issued a statement:

“The Office of Science is assessing its current solicitations that have due dates that occur through mid-April to decide on extensions to those due dates. Additionally, the Office of Science extends the following flexibilities to its applicants and awardees:

Applicants preparing a pre-application, letter of intent, or application:

“If the lead principal investigator (PI) or the applicant institution are subject to a quarantine or a closure, deadlines for submitting pre-applications, letters of intent, or applications may be extended by no more than fourteen (14) days from the applicable due date. Please contact the Program Manager identified in the FOA or DOE Laboratory Announcement under which the pre-application, letter of intent, or application is being submitted prior to the applicable due date.”

DOE: <https://www.energy.gov/coronavirus-hub>

And finally, the National Aeronautics and Space Administration (NASA) has issued the following:
NASA Contractor Community,

As the Coronavirus (COVID-19) situation continues to evolve, I want to make you aware of the NASA’s current operating status, NASA remains open but is taking precautions such as increasing telework opportunities. As always, the health and safety of our NASA Community is the top priority and critical to the success of our mission.

NASA: <https://www.nasa.gov/press-release/nasa-administrator-statement-on-agency-coronavirus-status>

As such, here at the Office of Sponsored Projects we are committed to aiding with proposal submissions and other pre-award items. As an extra measure of ensuring communication during the time of a quarantine, I am requesting that EVERY CURRENT PRINCIPAL INVESTIGATOR and any potential PRINCIPAL INVESTIGATORS provide me a work email, a personal email, office phone number and a personal number to be able to reach you at in case of short notice or changes that arise will a submission or any current grants operating here at Navajo Technical University.

OSP will continue to provide updates on submission dates and/or polices related to upcoming proposals and existing grants.

Shirleen Willie, Contracts & Grants Accountant will also be working daily to ensure that Post Award items such as ensuring financial reports are completed & submitted, drawdowns are done timely and accurately, and will ensure that NTU maintains communication with our many sponsors during this pandemic. Shirleen can be contacted directly at 505-387-7472 or at 505-879-3251

CONCURRENCES:

Tomacita Grey

Tomacita Grey, Sponsored Projects Manager

Office of Sponsored Projects

Office: 505-387-7415

Cell: 505-573-8239

cc: DISTRIBUTION