COVID-19 INFORMATION DOE & NASA

RAC Forum, April 8, 2020

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DOE COVID-19 information

Assistance Awards (Grants and Cooperative Agreements)

All guidance is time limited and subject to change.

- Proposals – deadlines are being adjusted by DOE.
- No Cost Extensions – Standard Grantee initiated NCEs are the same. In addition, DOE Contracting Officers (COs) are authorized to issue NCEs for awards that were active as of 3/31/2020 and scheduled to expire on or before 12/31/2020. COs are also authorized to issue NCEs for awards that have already had a one-time extension.
- Interim/Periodic Reporting – Inform the DOE CO through SPO if an extension is needed. DOE will extend due dates for up to 3 month for reports due between 3/1/2020-8/1/2020.
- Closeout Reporting – Notify the DOE CO through SPO of the revised dates. Must not exceed current end date by more than one year.

Department of Energy (DOE)

Department of Energy (DOE)

DOE COVID-19 information

Assistance Awards (Grants and Cooperative Agreements)

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- Salaries & Benefits – Continuing to charge salaries and stipends is allowed consistent with institutional policy.
- Travel – All non-essential international travel is suspended until further notice. Mission-essential travel requires DOE Contracting Officer (CO)approval.
- Travel & Events – Cancellation costs are allowed
- Costs to resume funded activities – allowed
- Recipients should not assume that supplemental funding will be available if funding is used to cover the costs mentioned above.
- Shortfalls – If a PI anticipates a funding shortfall, work with SPO to contact the DOE CO.
- No changes to DOE's current prior approval requirements unless noted for ARPA-E or Office of Science awards.

DOE COVID-19 information

ARPA-E

All guidance is time limited and subject to change.

ARPA-E notice issued April 3, 2020. See the SPO website.

Notable items that differ from DOE guidance:

- Use the ARPA-E special COVID-19 email address to notify ARPA-E of the following (see notice for email address)
  - Revisions – Any request to revise the budget or other matters of the project arising in any way due to the COVID-19 crisis.
  - NCEs – Active awards anytime between 3/31/2020 and 12/31/2020 may be extended one time for up to 12 months.
  - Interim/Periodic Reporting – Requests for additional time to submit reports. ARPA-E may grant a 3 month extension for reports due between 3/1/2020-8/1/2020
  - Closeout Reporting – Notify ARPA-E of the revised dates. Must not exceed current end date by more than one year.
- Prior approval requirements other than the above have not changed.

Recipients should not assume that ARPA-E will be able to provide additional funding to cover any of the above administrative flexibilities.

Department of Energy (DOE)

ARPA-E

DOE COVID-19 information

Office of Science

All guidance is time limited and subject to change.

Office of Science notice issued March 16, 2020. See the SPO website.

Notable items that differ from DOE guidance:

- Pre-application, Letter of Intent or Applications(Proposals) – The deadline may be extended by 14 days for quarantine or closure reasons. Contact the Program Manager prior to due date for approval. Note, if working from home is allowed by the applicant institution, an extension may not be granted.
- Pre-award revised budget or abstracts - If subject to quarantine or closure, the information should be submitted in the PAMS system *as soon as practicable*. Delays may cause unavoidable holdups in making awards.
- Interim/Progress Reports – If subject to quarantine or closure, the report should be submitted in the PAMS system *as soon as practicable*. Delays may cause unavoidable holdups in continuation funding. Additionally, progress reports may not be submitted more than one month before they are due.

Department of Energy (DOE)

Office of Science

NASA COVID-19 information

Assistance Awards (Grants and Cooperative Agreements)

All guidance is time limited and subject to change.

- Proposals – deadlines are being adjusted. Check NSPIRES and Grants.gov regularly. ROSES-2020 is being amended with each deadline update.
- Late proposals – If submitting to the Science Mission Directorate (SMD), proposals submitted within 7 days of a deadline will be strongly considered for acceptance, but not guaranteed. Any later, talk to the program contact. Submitting to any other Directorate, check with the Program Office.
- Interim/Periodic Reporting – 3 month extension for report allowed but program officer and grants officer must be notified of the intended delay.
- Final Reporting – No change. Final reports will continue to be due as set forth in award terms and conditions.

National Aeronautics and Space Administration (NASA)

NASA COVID-19 information

Assistance Awards (Grants and Cooperative Agreements)

All guidance is time limited and subject to change.

- Recipients should not assume that NASA will be able to provide additional funding to cover funding losses associated with the COVID-19 crisis.
- Shortfalls – If a PI anticipates a shortfall in funding, work with SPO to contact the NASA Grants Officer.
- Document and track all expenses incurred due to the COVID-19 crisis separately.
- Salaries – Continuing to charge salaries for researchers and lab staff is allowed as long as there is funding and if institution's own policies allows.
- Travel & Events – Cancellation costs are allowed
- Costs to resume funded activities – allowed

National Aeronautics and Space Administration (NASA)

NASA COVID-19 information

Assistance Awards (Grants and Cooperative Agreements)

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- Prior approval waived for:
  - Disengagement of PI for more than 3 months or 25% reduction in time.
  - Inclusion of costs that require prior approval
  - Transfer from participant support category to other expense categories
- No Cost Extensions – Process is the same for 1st NCE. Submit notice on the NSSC website. NCEs due to COVID-19 for additional NCEs, let the program officer know and also submit the request through NSSC website. Note, a progress report will be required.

National Aeronautics and Space Administration (NASA)

National Aeronautics and Space Administration (NASA)

NASA COVID-19 information

Contracts

All guidance is subject to change. Review NASA guidance and direction from NASA Contract Officers.

- Contracts are subject to different guidance from Assistance Awards.
- New FAQ came out on April 7, 2020. Clearly states NASA is open to telework under NASA Contracts. NASA Contracting Officer (CO) should be contacted.
- Forward any correspondence or notices you receive from the NASA CO to SPO.
- Review any correspondence received from the NASA CO. If you have any questions regarding the NASA CO's guidance, ask you SPO CGO. When contacting the NASA CO, go through the SPO CGO.
- Maintain Readiness - NASA requires that on- and off-site contractors should maintain readiness to assume full performance when the emergency has passes and when federal, state, local, and the institution determines that conditions allow for a return of normal operations.

National Aeronautics and Space Administration (NASA)

NASA COVID-19 information

Contracts

All guidance is subject to change. Review NASA guidance and direction from NASA Contract Officers.

- Work with SPO to contact the NASA CO if:
  - work must stop for activities that cannot be performed remotely
  - work must stop due to CDC precautions and/or guidelines
  - the project has special or unusual costs for leave of employees who are unable to work remotely, who must be kept in a mobile ready state, to establish an Advance Agreement.
- Note, NASA is not automatically issuing Stop Work Orders. Contact the NASA CO to work out an Advance Agreement.
- Work under an Advance Agreement may require special invoicing.
- NASA requires, after contacting the CO for any of the 3 reasons listed above, that a separate notification is submitted at a special NASA Contractor Notification of COVID-19 Impacts link.
- Ask your SPO CGO if you have any questions.

Links

- SPO COVID-19 webpage, including DOE and NASA guidance: https://spo.berkeley.edu/procedures/covid19.html
- SPO general proposal, award and subaward guidance: https://spo.berkeley.edu/procedures/covid19proposals.html
- SPO general guidance for contacting sponsors: https://spo.berkeley.edu/procedures/covid19communication.html