

Dear Colleagues,

Please review the information below and follow up with your Sr. GCA by the end of the day on Monday, June 15th with any necessary changes to sponsored projects to ensure continued compliance.

The administrative flexibilities extended to federal agencies through the Office of Management and Budget's Memo M-20-17 is set to expire on June 17, 2020. In preparation, please find attached to this communication two updated Frequent Asked Questions (FAQs) addressing the following issues:

- [JHU policy on paying personnel during the COVID-19 national emergency; and](#)
- [Ability to charge salaries to grants for people who cannot work at all because of the COVID-19 emergency.](#)

As a result of these FAQs, the university research administration offices are providing the following guidance to divisional business officers, faculty, and department administrators:

1. **Salaries charged to sponsored awards.** Beginning June 16, 2020 salaries for personnel who are unable to work at all may not be charged to sponsored awards. Any salary charges for personnel who are unable to work that are charged to grants after June 15, 2020 must be transferred off those awards. Personnel who are still able to work remotely or in other capacities may continue to have their salaries charged to sponsored awards, commensurate with their ability to perform work on these awards.

2. **Change to temporary pay policy.** The University's temporary pay policy ends on June 15, 2020. Starting June 16, 2020, divisional business officers may continue to pay personnel who may no longer be charged to grants; however, these salary expenses must be charged to non-sponsored accounts. Divisions should consult their assigned human resources contacts for questions about particular staff members.

3. **E210 tracking for personnel who are unable to work.** Any personnel who are unable to work at all must record their status in the E210 system using the appropriate COVID-19 codes.

4. **Faculty who remain unable to work.** Investigators who remain unable to perform any work on their sponsored projects must notify their appropriate research administration office of their status to determine the required next steps.

5. **Additional OMB administrative flexibilities to awards recipients.** In the event that any of the additional flexibilities are extended, further guidance will follow.

For additional **JHU Policy FAQs** and **Research Administration Guidance**, visit [this page](#).

I will continue to share developments as the University plans for re-start of research evolve. Please contact me with any questions, Cheryl

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