

## Office of the Vice Chancellor for Research

March 23, 2020

### Re: Support for GSRs and Postdocs

Dear Colleagues,

As Principal Investigators, there are many people who depend on us every day, not only for mentorship and guidance, but also for employment. In this difficult time I would like to call upon my colleagues across the campus to work with your local contracts and grants teams and the Office of Research to ensure that those who depend on us are getting the support they need. In the face of an event such as the COVID-19 pandemic, policy will take some time to catch up to the needs of the moment, but there is already much we can do. Three things you can do immediately are:

- a) **Help employees find ways to work from home creatively:** If graduate students, postdocs and other researchers paid from federal research awards can continue to work on their research projects remotely, their salary can generally continue to be paid from the federal awards. Researchers can engage in a variety of activities that do not require access to specialized facilities, such as manuscript writing, data analysis, cataloguing and organization of data, computer simulation, analysis of experimental designs and plans for future methods and experiments. Recent executive memos from the federal government direct agencies to provide flexibility to recipients affected by loss of operational capacity and increased costs associated with the COVID-19 crisis. We expect federal agencies to issue new or revised guidance regarding the effects of the crisis on sponsored awards. More details on funding agencies guidance are available via the link found at the end of this memo.
- b) **Explore opportunities for supplemental funds:** There are a variety of ways to augment your existing contracts and grants portfolio while dealing with the COVID-19 including direct requests for supplemental funds in support of existing activities. While we have gathered important pointers for you in the website linked below, talking to your Program Officer is the most direct way to understand the options you may have. In addition, if you are considering work related to COVID-19 I encourage you to consider an [NSF Rapid](#) proposal and to have your office let us know you are doing this.
- c) **Examine options for administrative leave:** If remote research is not feasible, in accordance with President Napolitano's Executive Order signed on March 16, 2020, postdocs and students are eligible for 128 hours of paid administrative leave. Please see the UC President's Executive Order for more details, which is linked in the website shown below.

In addition to the three helpful options outlined above, there are many more available and they grow in number every day. The Office of Research [Research Continuity & Planning for COVID-19](#) website was created to track information such as extensions to reporting and proposal deadlines, flexibility in funding restrictions, and other guidance that provides you with the tools you need to help you deal with the

impacts of COVID-19 and transition to a remote research model. I have been moved by the hard work, compassion, and “can-do” attitude of this campus throughout this abrupt and difficult transition. I hope these resources are useful to you in bringing that same energy to supporting our amazing researchers.

**We will update our guidance as the COVID-19 situation evolves. For the most up-to-date information, please visit our COVID-19 Agency Guidance webpage:**

**<https://www.research.ucsb.edu/covid-19-agency-notice>**

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Incandela". The signature is fluid and cursive, with a large initial "J" and a long, sweeping underline.

Joe Incandela

Vice Chancellor for Research