

## January 2024 Newsletter

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## JMU OSP News

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### OSP – Staff Updates

Welcome to JMU's new Grants Specialist! Hoan Tran joined the Office of Sponsored Programs pre-award team this fall. Hoan is a JMU graduate (BA '22) who returned to Harrisonburg after earning his MA in Finance from George Washington University.

In other staff updates, Senior Grants Specialist, Lisa Nalker, is moving on to a new position outside JMU in January. For questions, contact JMU's Office of Sponsored Programs: [jmu\\_grants@jmu.edu](mailto:jmu_grants@jmu.edu)

### OSP – Evaluators on Sponsored Programs

As a service to our constituents, OSP has worked with Procurement to pre-vet external evaluators through an RFP process for use as subawards on sponsored programs. We have found that by using pre-vetted expertise the time necessary to secure the services has been drastically reduced.

Should you wish to consider using one of these vendors, a list of the prevetted contractors may be found [here](#).

If the evaluator is not a pre-vetted or pre-selected contractor/vendor, then the PI will need to plan to go through Procurement for this line-item. A competitive bid might be required for any contracted service over \$10,000 during the life of the project. If your preferred vendor for evaluation services is not on this list please include 'Placeholder Only' in the line-item description and in the budget narrative. For more information, please see the

**NEW OSP-Financial Services Email Address** – Update your contact list to reach the team to answer all your post-award questions: [JMUOSPFS@jmu.edu](mailto:JMUOSPFS@jmu.edu)

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## National Science Foundation (NSF)

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### **NSF Issues Notice on Generative AI Usage in Proposals**

NSF has [released its policy](#) on generative AI usage in proposal preparation and peer review processes. Proposers are encouraged to indicate in the project description the extent to which, if any, generative AI technology was used and how it was used to develop their proposal. NSF reviewers are prohibited from uploading any content from proposals, review information and related records to non-approved generative AI tools.

### **NSF Safe and Inclusive Work Environments for Off-Campus and Off-Site Research – how to address in proposals**

JMU reinforces the National Science Foundation’s (NSF) policy to “foster safe and harassment-free environments wherever science is conducted”

[www.nsf.gov/pubs/2023/nsf23071/nsf23071.jsp](http://www.nsf.gov/pubs/2023/nsf23071/nsf23071.jsp). For research that is conducted off campus, grant recipients, centrally via OSP, are required to certify with each submission where off-campus research is a component that there is a plan in place that addresses:

1. Abuse of any person, including but not limited to harassment, stalking, bullying or hazing or any kind, whether the behavior is carried out verbally, physically, electronically, or in written form; and
2. Conduct that is unwelcome, offensive, indecent, obscene, or disorderly.

JMU meets these NSF requirements by following the procedures outlined below to cover special circumstances as disclosed by the PI in the project-specific information provided in the plan. Principal investigators (PI’s) are responsible for distributing a copy of the plan to each participant involved in off-campus or off-site research prior to those individuals leaving campus to participate in the off-campus or off-site activities.

**NOTE:** NSF defines “off-campus or off-site research” for the purposes of this requirement as “data/information/ samples being collected off-campus or off-site, such as fieldwork on research vessels and aircraft.”

PI Responsibilities:

1. Determine whether any “off-campus or off-site research” will occur on their NSF-funded award. Plans are only required for NSF-funded awards containing research that is conducted off-site or off-campus. There is a check box on the NSF Cover Page in Research.gov to elicit this information.\* In the case of Collaborative Proposals only the lead institution will check this box on the cover page. The lead institution will be responsible for submitting the plan.
2. Complete JMU’s Project Specific Plan Template according to the project’s unique needs and circumstances: template to be posted on the OSP web page in January. Please contact OSP for the current template at [jmu\\_grants@jmu.edu](mailto:jmu_grants@jmu.edu).
3. Distribute the plan to everyone who will participate in an off-campus or off-site research activity *prior to* those individuals leaving campus to engage in the off-site or off-campus research.
4. Retain a roster of who received the plan (email or sign-up sheet is sufficient) and the plan itself in their grant files or in the departmental grant file.

5. All NSF proposals submitted to OSP which have off-campus research components will require that a plan be completed and filed with the PI's department *prior to* proposal submission.

Download JMU's Project Specific Template: **coming soon**

**NOTE:** If required by the NSF program officer or the solicitation, the 2-page supplementary document may be submitted and must address the following four sections:

1. A brief description of the field setting and unique challenges for the team;
2. The steps the proposing organization will take to nurture an inclusive off-campus or off-site working environment, including processes to establish shared team definitions of roles, responsibilities, and culture, e.g., codes of conduct, trainings, mentor/mentee mechanisms and field support that might include regular check-ins, and/or developmental events;
3. Communication processes within the off-site team and to the organization(s) that minimize singular points within the communication pathway (e.g., there should not be a single person overseeing access to a single satellite phone); and
4. The organizational mechanism that will be used for reporting, responding to, and resolving issues of harassment if they arise.

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## National Institutes of Health

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Reminder - Commons ID Required for All on Senior/Key Person Profile (Expanded) Form, Effective Mid-January: NIH will now update the warning to an error for non-compliance with this requirement in mid-January. Applicants will receive an error if the "Credential, e.g., agency field" is blank or does not contain a valid eRA Commons ID for all personnel on the form. See NOT-OD-24-042. [READ MORE](#)

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### Featured Funding Opportunity

## Jeffress Trust Awards Program in Advancing Health Equity

**Deadline: February 7**

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***Supporting collaborative research projects necessary to address health inequities within the state of Virginia***

**2024 Grant Cycle:** <https://hria.org/tmf/jeffress/>

The Jeffress Trust Awards will support Partnership/Collaborative Establishment Awards to support the development and establishment of collaborative efforts upon which to carry out future research activities to advance health equity. The Jeffress Trust encourages, but does not require, that the lead/primary contact organization be a community-based organization.

New and established partnerships between community-based organizations, advocacy organizations, faith-based institutions, neighborhood committees, local municipalities, academic institutions, hospitals including safety net institutions, and non-profit research

organizations are encouraged.

**Partnership/Collaborative Establishment Awards:** Two-year \$150,000 awards supporting the development and establishment of collaborative research activities to advance health equity

Project Period: June 30, 2024 – June 29, 2026

*\*Recipients of Partnership/Collaborative Establishment Awards will be eligible to apply for **Research Awards** during their second year of funding. Three-year \$600,000 awards supporting established collaborative research consortiums that seek to advance health equity*

**[Application Materials](#)**

**Due Date: February 7, 2024 at 12:00 PM ET**

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website

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