



## Grant Policy Update: Effective April 1, 2020

As we work through the COVID-19 crisis and the inevitable consequences and challenges that will follow this outbreak, Komen wants to assure our researchers and grantees that we will make every effort to be flexible through this crisis. We understand that the work has slowed due to institution and lab closures as well as changing situations. Our work has also slowed as we monitor the situation carefully.

To provide flexibility during these unprecedented times, we have made a few changes to the Grant Policy. The following changes to our policy will remain in effect per the dates stated below. We will evaluate and update as needed on or around May 30, 2020. Our grants managers are working and available to assist you during this time. Please reach out if you have questions or need help.

1. Deadline extensions: For progress, financial reports and institutional assurances such as IACUCs and IRBs, these are due when grantees are able to complete and send them. The proposalCENTRAL system reminders and due dates will remain the same, however all due dates are suspended. This change will remain in effect after May 30, 2020, unless otherwise amended.
2. Change Requests: No cost extension requests will continue to be accepted, and we will continue to be flexible in our policy around change requests, renewals, budget changes, etc. particularly those changes in response to the current crisis. For Research and Training Grants, please refer to Komen Policies and Procedures when submitting these requests. This change will remain in effect after May 30, 2020, unless otherwise amended.
3. Grant payments: As the situation is rapidly changing, we are carefully looking at each of our grants. At this time, no grant payments will be made until after May 30, 2020. Should the grant payment freeze be extended beyond May 30, 2020, we will promptly provide an update. Grant payments will require additional reporting including the already required submission of the financial and progress report. In addition:
  - a. Confirmation from the institution must be submitted in proposalCENTRAL, signed by the PI and authorized signing official, that the PI's laboratory, or other facilities required to conduct the research (i.e. data access or clinic access) are operational and they are able to continue the work described in their research project. This additional requirement for all grants will remain in effect after May 30, 2020, unless otherwise amended.
  - b. Prior to any grant payment, 90% of grant funds paid to the institution must be spent as shown by a signed financial report. This additional requirement for all grants will remain in effect after May 30, 2020, unless otherwise amended.
4. Updated Payment Schedule for All Grants: Moving forward, Komen will continue to make grant payments, but on a bi-annual basis. 50% of the yearly budget will be paid after the Grant is contracted and the next payment of 50% will be paid after review and approval of a financial and progress report and any other documents required by Komen. The final payment of the grant will be made after review and approval of final financial and progress reports. The updated payment schedule will remain in effect after May 30, 2020, unless otherwise amended.
5. Personnel or salary costs expenses: In cases where there are delays or barriers to conducting laboratory or clinical research funded by a Komen grant due to disruptions caused by the COVID19 pandemic, salary and personnel costs may continue to be expensed as institutional policy allows and per the approved project budget through June 30, 2020.
6. All other provisions of the Grant Policy, not amended herein, shall remain in full force and effect. If there is conflict between this Amendment and the Grant Policy, the terms of the Grant Policy will prevail.