



RESEARCH PROJECT NOTIFICATION

Theresa Lagasse
Clinical Sciences – Finance Manager

MONTHLY UPCOMING FUNDING EMAIL

- These emails come from Christie Sayre (cms44)
- This email contains:
 - internal and external grant deadlines
 - Internal and external funding opportunities
 - Christie's schedule to plan around deadlines
 - Other grant-related information and updates
 - Important notices from sponsors
 - Reminders and resource links

Upcoming Funding Opportunities-May 2024

bounce-12817943-8624074@list.cornell.edu on behalf of Christie Marie Sayre <cms44@cornell.edu>
To: O DCS-RESEARCH-L Tue 4/30/2024 3:55 PM

Good afternoon,

This is our monthly grant reminder of upcoming opportunities. If you haven't already, it would be helpful if you could let me know which calls you plan to submit a grant proposal to over the next few months. If you have the link to the call or the RFP please share with me. The more advance notice I have, the easier it will be to plan for the submission. Reminder: For internal and external submissions, the deadline to receive your submissions is no later than 5 days ahead of the deadline to ensure proper review and submission of your proposals.

Christie's Vacation/Out of Office: Out of the office May 2, 2024
Out of the office May 16 through May 20, 2024
Out at 1:00 May 21, 2024
Out of the office May 24, 2024
Holiday May 27, 2024
Holiday June 19, 2024
Holiday July 4, 2024
Out of the office August 9, 2024 - See note below in red for Zweig submissions.

Internal Deadlines: REMINDER: Internal applications are due no later than 5 days prior to the deadline.

Harry M. Zweig Memorial Fund for Equine Research: The Harry M. Zweig Memorial Fund for Equine Research honors the late Dr. Harry Zweig, a distinguished veterinarian, and his numerous contributions to the state's equine industry. In 1979, by amendment to the pari-mutuel racing and wagering law, the New York State legislature created the Harry M. Zweig Memorial Fund for Equine Research to promote equine research at the Cornell University College of Veterinary Medicine. The Harry M. Zweig Committee was established for the purpose of administering the fund and is composed of individuals in specified state agencies and equine industry positions, along with other individuals who represent equine breeders, owners, trainers, and veterinarians. Since the inception of the Zweig Program, which has provided precious resources to College faculty for over 40 years, Cornell researchers have advanced the health and well-being of Standardbred and Thoroughbred race horses. The purpose of the Zweig Program is to support research on topics relevant to the equine racing industry. Studies can address a variety of areas of equine health, including but not limited to, investigations of infectious diseases and immunology, bone and joint health, equine genetics and genomics, cardiopulmonary, reproductive and endocrine systems. Because of the sources of funding, preference is given to studies that are highly likely to benefit the equine racing industry. The call for Zweig applications, application guidelines, and application forms are available at the website below. Please read the guidelines and application carefully and do not use documents from previous cycles as adjustments are made annually to meet program requirements. <https://cornellprod.sharepoint.com/sites/VetResearch/SitePages/Harry%20M%20Zweig%20Memorial%20Fund%20for%20Equine%20Research.aspx>. The completed application and signed cover page should be sent in pdf format to [Melinda Cini](mailto:Melinda.Cini) from your department's Research Coordinator (Christie Sayre).

New, Revised, and Competitive Renewal Applications:
New, revised, and renewal applications are to be submitted electronically through the department's Research Coordinator(s). The completed application, including the cover page, should be sent in pdf format to [Melinda Cini](mailto:Melinda.Cini) by 5:00 p.m., Friday, August 9, 2024. **Please Note: I am out of the office this day. We will need to submit all Zweig proposals no later than August 9th or make accommodations to get your submission in. Please reach out if you are unable to submit by the 5-day deadline of August 1st.**

Non-Competitive Continuation Applications: Principal Investigators with ongoing projects will be contacted in August with the continuation application form. Non-competitive continuation applications are to be submitted electronically in pdf format through the department's Research Coordinator(s) to [Melinda Cini](mailto:Melinda.Cini) by 5:00 p.m., Monday, October 7, 2024.

Cornell Richard P. Rinney Canine Health Center Research Grants Program: Principal Investigators with ongoing two-year projects will be contacted in April with a continuation application form. Applications are to be submitted electronically in pdf format through the department's Research Coordinator(s) to [Melinda Cini](mailto:Melinda.Cini) by 5:00 p.m., Monday, May 20, 2024.

Educational Support Services-Curriculum Enhancement Grant: This grant is on a rolling submission process whereby every month the Educational Support Services team and curriculum administration will review applications and accept a mixture of projects that optimizes curricular impact and leverages the skills of the ESS team. We anticipate that this will allow us to help you move from idea to implementation more efficiently. For additional information and the application process see <https://www.vet.cornell.edu/education/educational-support-services/internal-grants>.

External Deadlines: REMINDER: Applications are due no later than 5 days prior to the deadline.

Morris Animal Foundation: Full list of calls are on their webpage: <https://www.morrisanimalfoundation.org/apply>

Veterinary Student Scholars: May 22, 2024. Feline, wildlife, equid or canine health. Any relevant topics. Two applications are now accepted per institution.

Equid Health: June 19, 2024. Any relevant topic. There are multiple grant types including fellowship training.

Canine Health: July 17, 2024. Senior dog health and aging.

Wildlife Health: August 14, 2024. Any relevant topic. Fellowship training only.

Feline Health: October 2, 2024. Any relevant topic.

Canine Osteosarcoma: November 13, 2024. Topics are limited to canine osteosarcoma, with preference for furthering therapeutics.

Wildlife Health: Pre-Proposal October 23, 2024; Full Proposal January 22, 2025. Reptiles/Amphibians with special focus/funds available for chytrid research. *full proposal submission is invitation only. First Award, Established Investigator, Pilot Study.

REVIEW COMPLIANCES

From: cu_awards@research.mail.cornell.edu <cu_awards@research.mail.cornell.edu>

Sent: Tuesday, April 30, 2024 9:08 AM

To: PI NAME <PI55@cornell.edu>

Subject: Please review your compliances for Project 181234. Protocol and/or MUA information may need to be added or updated.

Dear Francis Scott Key (FSK4),

Please review your compliances for Project 181234. Protocol and/or MUA information may need to be added or updated.

Project Summary

OSP Number: 181234

PI: Francis Scott Key (fsk4)

Sponsor: Society of Puppy Snuggles

Instructions

Click this link to view the project:

<https://rass.cornell.edu/wicket/bookmarkable/com.novelution.nrms.webapp.sr.EditSrPage?id=291194>

Review any checked compliances on the Compliance form and verify that Protocol and/or MUA information is completed and correct.

If there are any questions about this project, please contact your Grant and Contract Officer, Alexander Hamilton (AH2), at AH2@cornell.edu.

- This email will come from cu_awards@research.mail.cornell.edu
- **DO NOT IGNORE THIS EMAIL**
- All compliances must be reviewed and completed
- Sponsored programs will not negotiate nor sign an award until this is done
- You may be asked to provide a valid IACUC protocol if vertebrate animals are involved

CONFLICT OF INTEREST NOTIFICATION

Dear John Smith,

You are named as Key Personnel on 123456: "Happiness in cats: Determining the correlation of Cat happiness and cuddling" from The Foundation for Animal Happiness. Before the Office of Sponsored Programs can submit the proposal or release the funding under this project, you must complete your Conflict of Interest (COI) report, which is not currently up to date.

Instructions

To access your COI report, [click here](#).

Click through each panel, updating or responding to the questions as required.

In the Attestation panel, confirm that your COI report is complete and accurate.

Click Submit For Approval.

If you have any questions about what needs to be included in your COI report or need assistance completing it, please contact coi@cornell.edu.

If you are encountering technical issues, please email rass@research.cornell.edu.

Thank you!

Conflict of Interest (COI) Office

coi@cornell.edu

<https://researchservices.cornell.edu/compliance/conflict-of-interest>

<https://guide.rass.cornell.edu/conflicts-of-interest/>

- Email From cu_awards@research.mail.cornell.edu

DO NOT IGNORE THIS EMAIL

- The conflict of interest must be signed off on before the proposal/award can be completed
- This is different from the annual conflict of interest done for the university
- If you feel you have already completed this please contact us and we will work with OSP to determine next steps
- OSP will NOT submit your proposal if all key personnel have not completed this step
- Once the proposal is awarded you may find there is an additional project specific COI that must be completed as well

INTERNAL SUBMISSIONS NOTIFICATION EMAIL FROM THE OFFICE OF RESEARCH

What the Email Looks Like

Dear Dr. Smith,

The Cornell Feline Health Center has completed its review of the applications submitted for 2024/25 funding. Your proposal entitled “How Cat Cuddles Increase Happiness” was selected for funding in the amount of \$100,000 for a one-year period beginning July 1, 2024.

Attached please find your official award letter, the post-award guidelines, the compliance certification form. Critiques prepared by the College Research Council will be sent in a separate e-mail.

Congratulations on your award

This email comes from Melinda Cirri (mt333)

What information is in this email?

- Start Date for the project
- Awarded Dollars
- Time Period for the award
- Post award guidelines

Action items

- Review post award guidelines
- Complete the Compliance Certifications for Internal Awards (attached to the email)
 - We CAN NOT set up an account until this is completed!!!
 - Please send this to Christie, Theresa or Melinda (or all 3)
- Updated current and pending, must be submitted before the funds will be released

INTERNAL SUBMISSIONS NOTIFICATION EMAIL FROM THE DEPARTMENT

Hello Dr. Smith,
Congratulations on your award!
Project title : How Cat Cuddles Increase Happiness
Do you have a name you would like for this on your forecast sheet?
A new Account has been set up for your project:
ACCOUNT: 4808000

BUDGET: \$ 100,000
Award Dates: Jul 1, 2024 – June 30, 2025
Budget Items:
Participant Stipends
CARE Charges
Supplies
Publications (capped at \$1000 per year)
Travel (capped at \$1000 per year)
Technician Salary – Do you have someone in mind?

Notes:
Any notes the faculty should know related to spending or reporting guidelines
Dates for Technical and/or final reports highlighted (These dates will be added to faculty calendars as a reminder of due date)
Best of luck with your project
Theresa/Kelly

These emails come from Theresa (tap58) or Kelly (kll85)

What Information is in the email?

- Your account number to begin spending!!!
- Reminder of budgeted items
- Award dates
- Budget amount
- Highlights of spending caps for budget items
- Post-award highlights with dates for deliverables and directions

Action Items

- Review salary and help the department set up costing
- Review notes and respond to any open questions
- If there is a specific name you would like for this project, please tell us so we can update your forecast
- If there is equipment or computers these should be purchased ASAP

EXTERNAL SUBMISSION NOTIFICATION EMAIL FROM SPONSORED PROGRAMS SYSTEM

Dear Dr. Smith,

Congratulations! Your project "How Cuddling Puppies Increases Happiness." has been awarded by The Puppy Cuddle Foundation. Below is a brief summary of your project:

Project summary:

OSP Number: 12345

Sponsor Award Number: ABC-123

Action: New Award

Action Budget Dates: 07/01/2024 to 06/30/2025

Action Obligated Amount: \$100,000

Next steps:

Review the terms and conditions applicable to this project in the attached Award Document.

Review any applicable Highlighted Terms and Conditions related to this project (see Additional Project Information attachment).

Review any applicable Deliverables and due dates related to this project (see Additional Project Information attachment).

Create Contract Control Accounts as needed and, if applicable, cost share accounts. For additional information on establishing a contract control accounts, please reference:
<https://researchservices.cornell.edu/resources/account-setup-details>

Initiate any applicable Subawards that are to be included in this research project.

If there are any questions about this award, please contact your Grant and Contract Officer, in central OSP

- Email comes from cu_awards@cornell.edu or cu_awards@research.cornell.edu

What Information is in this email?

- Your proposal was awarded and reviewed/signed by signature authority at Cornell and we have an agreement to provide funding
- The dates for the project
- The total amount funded
- The signed agreement is attached to this email
- You will also receive emails as the award is modified, if you were not expecting a modification please let us know.

PI Action Items

- Review terms and conditions
- Note Deliverable dates

Department Action Items

- You do NOT need to request an account, department will
- You do NOT need to request cost share accounts, department will
- You do NOT need to initiate subawards, department will
- Review terms and conditions and highlight these for the PI
- Review deliverable dates and add them to faculty calendars
- Review awarded dollars and verify it is as expected

EXTERNAL SUBMISSIONS NOTIFICATION EMAIL FROM THE DEPARTMENT

Hello Dr. Smith,
Congratulations on your award!

Project title : "How Cuddling Puppies Increases Happiness" awarded by The Puppy Cuddle Foundation
Do you have a name you would like for this on your forecast sheet?

A new Account has been set up for your project:

ACCOUNT: 4808000

BUDGET: \$ 100,000

Award Dates: **7/1/2024** – 6/30/2025

Budget Items:

Animal Costs
Participant Support Dollars
Tech Time – Do you have someone in mind?
PI salary – 2% effort – Would you like this set up on the start date of the project?

Notes:

Per sponsor guidelines every attempt should be made to adopt out all animals purchased for this project, no fee adoptions.
Participants should have at least 3 hours of cuddle time with the animals.
No cost extensions of time should be submitted 30 days prior to the term of the project (5/31/2025)
Final technical report due 30 days after the term of the project (7/31/2025)

Best of luck with your project
Theresa

This email comes from Theresa (tap58) or Kelly (kll85)

What information is in this email?

- Your account number to begin spending!
- Highlights of budget items including salaries
- Important guidelines that impact day-to-day spending
- Important dates for reports/deliverables and modifications

Action Items

- Review salary and help the department set up costing
- Review notes and respond to any open questions
- If there is a specific name you would like for this project, please tell us so we can update your forecast
- If there is equipment or computers these should be purchased ASAP

NOTIFICATION OF REPORTS DUE (FOR EXTERNAL AWARDS)

On Wed, May 1, 2024 at 3:07 AM <cu_awards@research.mail.cornell.edu> wrote:

Dear Daisy Duck (DD42),

A Final Technical/Management report is due on 10/31/2024 for project "An investigation of Cat Happiness and the relationship to knocking things off counters."

Project summary

OSP Number: 142345

PI: Daisey Duck (DD42)

Sponsor Award Number: 6781

Instructions

This Final Technical/Management report is due by 10/31/2024.

When you have submitted to the sponsor, click the pencil icon to enter the submitted date and upload a copy of your reports (if any) for your records. Step-by-step instructions are available here: <http://guide.rass.cornell.edu/how-to/>

Click this link to add the submitted date :

<https://rass.cornell.edu/wicket/bookmarkable/com.novelution.nrms.webapp.sr.EditSrPage?id=255248&cls=DeliverablesListView&mid=638838#srDeliverablesPanelScrollSpy>

Notes

Principal investigators are responsible for retention of all technical deliverable reports.

The terms of the award indicate that all relevant information, including final reports, must be kept the number of years specified by the Retention Period.

Projects can't be closed until the deliverables have been met and entered.

Other systems, including the PI Dashboard, keep projects in the active list until all deliverable requirements have been met.

You'll continue to receive reminders about deliverables until you enter the submitted date in RASS.

If there are any questions about this award, please contact your Grant and Contract Officer, Minnie Mouse (MM46), at MM46@cornell.edu.

This email comes from cu_awards@research.mail.cornell.edu

What information is in this email?

- Deadline for your technical report
- Link to the RASS System could help you with the report
- These are automatic and you will receive them until a date for receipt of the report is entered in the system

Action Items

- When you have completed your report please send a copy to the finance team (Kelly, Theresa, Christie)
 - If we have a copy we will retain the report
- You **DO NOT** need to upload your report we will do that for you
- You **DO NOT** need to update the submission date we will do that for you

TERMING ACCOUNT NOTIFICATION

Good afternoon Dr. Smith,
Your grant entitled “Cuddling Puppies and your health” is set to term as of 7/31/24. Per updated account projections sent on 4/22/24 there is a projected remaining balance of \$5780.00.
Per the attached post award guidelines, Investigators may request a maximum of two six-month no cost extensions.
Can you please verify if the study will be completed by 7/31/24 or if you will need to request an extension of time to complete the project? If you do indeed need to request an extension of time, I have attached the NCE template that needs to be completed and returned.
Please let me know if you have any questions or if I can help in any other way.

This email comes from Kelly (kll85) or Christie (cms44)

What information is in this email?

- These are sent for all awards terming in the next 90 days
- Sponsor-specific guidelines for no-cost extension requests or close-out
- Templates; if applicable will be attached
- Remaining balance for the account to check the burn rate

Action Items

- Determine if an extension or closeout is required
- Review templates; if applicable and fill out the required information
- *Note for internal awards: We can not submit extension requests until 30 days prior to term

OTHER EMAILS OF NOTE

- Gift accounting notifications seem to default to the account manager, if you get anything from them please forward to the finance team

From: Restricted Gift Accounts <restrictedgifts-accounting@cornell.edu>
Date: June 26, 2024 at 2:13:48 PM EDT
Subject: Reminder - FY24 RGGIFT Accounts in Deficits as of 6-26-24

- **Other Email Addresses of note:**
- Jackie Dodge jjd9@cornell.edu
- Concur (Travel reimbursement system) autonotification@concur.com
- Any emails for the Amazing DCS team members!



QUESTIONS?

Theresa Lagasse

Tap58@cornell.edu

Kelly Lewis

kll85@cornell.edu

Christie Sayre

cms44@cornell.edu