

## Policy Supplement - Spring 2020

### Options for AY 2019-2020 Professional Enhancement Grant Awards

In March 2020, the University suspended all CCU-sponsored travel (international and domestic) as part of its COVID-19 response. Additionally, all instruction was shifted to online learning, requiring faculty to redirect their energies and resources to emergency remote teaching. Recognizing that both of these measures impact a faculty member's ability to continue with the scope of work planned for AY 2019-2020 Professional Enhancement Grant (PEG) awards, the Provost's Office, in consultation with the Faculty Development Committee and the Office of Sponsored Programs and Research Services, has made the following options available to current PEG Grant holders:

- 1. Cancel your PEG award.** If you would like to cancel your current PEG award, you may do so without a penalty. You would be eligible to apply for next year's PEG pool.
- 2. Apply for a one-year extension.** If you would like to extend your grant period through AY 2020-2021, you may do so by completing the [Grant Change Request](#) form. Under "Requested approval for the following," check "No cost extension (1<sup>st</sup> request) and enter "August 14, 2021" as the proposed end date. Please note that if you opt for an extension, it will not have a negative impact on your eligibility to apply in the next PEG cycle. In other words, your extension will not be counted as new AY 2020-2021 award.
- 3. Continue your project as planned, but with modifications.** If you would like to continue your project, but with major revisions to the scope or plan of work and/or repurposing of requested funds, you may do so by completing the [Grant Change Request](#) form. Under "Requested approval for the following," check "Change in project scope" and/or "Budget revision(s)." Please note that project continuations will still be subject to the original grant timelines and due dates, with all work scheduled to be completed by August 14, 2020 and final reports due on September 30, 2020.

For those who choose to exercise options 2 or 3, we ask for a brief explanation of how travel restrictions have impacted research plans. If there is not enough room in the "Justification" text box on the form for you to explain your rationale, feel free to attach a separate document. Once you have completed the Grant Change Request form, please send it – along with any additional documentation -- via email to [OSPRS@coastal.edu](mailto:OSPRS@coastal.edu) and CC: [htankers@coastal.edu](mailto:htankers@coastal.edu). **Requests should be submitted by April 15.**