

MEMORANDUM

TO: Current CIRM Awardees

FROM: Gabriel Thompson, Director of Grants Management
California Institute for Regenerative Medicine

RE: Non-Enforcement of certain Prior Approval Requests

DATE: February 11th, 2015

.....

Overview

CIRM's Grants Administration Policy requires Awardees to submit Prior Approval Requests (PARs) to CIRM for specific scenarios in which a PI may want to request a change to the Award. The large majority of these requests are either for Rebudgeting or Carryforward of funds. Given CIRM approves nearly all of all these Rebudgeting and Carryforward requests, we have determined that the process for these PARs is neither a valuable nor efficient use of CIRM's and the Awardee's time.

CIRM also requests Prior Approval for any CIRM-funded travel greater than \$5,000 per person per year. CIRM understands that in funding clinical trials, incurring more than \$5,000 is a justifiably common occurrence given the coordination and training activities required to manage a multi-site trial.

Part of CIRM's test to make sure we are meeting our mission is to make sure our own processes and those we impose on others are efficient and provide the appropriate amount of oversight function as a State agency. In reviewing these processes, we have determined that these particular requests are an inefficient, time-consuming use of CIRM and Awardee time and removing these requirements still give CIRM other means of appropriate oversight.

Action

Effective today for all current CIRM awards, with the exception of RFA 08-03: CIRM Research Training Program II, RFA 08-04: CIRM Bridges to Stem Cell Research Awards, RFA 11-04: CIRM Creativity Awards, and the Equipment category for RFA 09-04: Research Leadership and RFA 07-01: CIRM Shared Labs and Stem Cell Techniques Course Grant, CIRM will no longer enforce the Prior Approval Request requirements for Rebudgeting and Carryforward as specified in Section V.D.2 and V.D.4 of the Grants Administration Policy. This means Grantees will have the broad authority to rebudget funds within a budget year and carryforward funds from one budget year to the next without requiring CIRM's Prior Approval.

Also effective today, CIRM will no longer enforce the PAR requirement to exceed the \$5,000 allowance per person per award in CIRM-funded travel as specified in Section V.C.2. CIRM applicants must still appropriately justify all travel costs in their applications since they will continue to undergo pre-award review, but CIRM will no longer require a PAR once an award is executed.

See CIRM GAP here: <https://www.cirm.ca.gov/grants-administration-policy> [html]

Other Considerations

CIRM will retain all other PAR requirements outlined in the Grants Administration Policy and can continue to ask for an updated budget as part of those requests.

CIRM wants to also emphasize that though it has removed these specific Prior Approval Request requirements above, this action will make it more important for CIRM Awardees who request a No Cost Extension (NCE) to provide timely, well justified requests. As we have stressed before, CIRM does not automatically grant NCEs. Given the urgency of CIRM's mission, and as a steward of State funds, CIRM reviews these requests closely to ensure that for a project in good standing, that the activities conducted during a No-Cost Extension period are within scope, scientifically sound, and will help the project reach its Aims and/or Milestones. For this reason, please make sure a request for a No Cost Extension is submitted at least 30 days prior to the project period end date and includes the following:

- The length of the no-cost extension being requested, not to exceed 12 months
- The goal(s) of extending the project, the proposed activities to be conducted during the extension and how those activities will help meet the project's goals
- A brief summary of progress since the last progress report submitted (could be 3, 6, or 12 months earlier)
- The estimated CIRM total budget for the extension period, the project's recent estimated total monthly spending rate and a brief explanation how the funds will be used during the NCE
- Your planned % effort devoted during the NCE

Please ensure that you submit a timely, well-justified, complete request for a No-Cost Extension so that CIRM can make a proper, timely assessment and response.