



## **ISSUES THAT ARISE WITH NRC NUCLEAR EDUCATION GRANTS**

### **NO-COST EXTENSIONS**

#### **When should a no-cost extension be requested?**

No-cost extensions must be requested 30 days prior to the end of the grant performance date. The NRC terms and conditions state that, "Requests for extensions to the period of performance shall be sent to the Grants Officer at least 30 days prior to the grant expiration date." The OGC has made it clear that requests for extensions received after the performance end date will not be honored. Any funds that were not used will have to be returned to the Federal government.

#### **How is a no-cost extension requested?**

Extensions must be requested in writing and include a signature from the authorized representative of the institution's Business Office. An email from the Principal Investigator routed through the business official may also serve as an acceptable request.

### **MULTIPLE ACTIVE GRANTS**

#### **Can an institution have more than one active grant, or does having an active grant award preclude an institution from applying for the same type of grant the next year?**

Yes, an institution can have more than one active grant. Having an active grant does not preclude an institution from applying.

### **SERVICE AGREEMENTS**

#### **If a student who signed the service agreement does not receive an appropriate job offer from a nuclear-related organization, is the student still liable to reimburse the NRC for any funds received from a scholarship or fellowship grant?**

If the student receives no offers or does not like any of the offers received, the student would not be relieved of the service obligation unless, pursuant to the NRC service agreement, he or she receives a waiver from the NRC. Implicit in the waiver request is that the student would have to provide proof demonstrating efforts to secure employment in a nuclear-related field. That data or explanation may include proof of job searches, referrals, etc. The job search must also demonstrate that the student searched beyond his/her immediate geographic area for employment.

#### **If a student does not comply with the program, who is responsible for recovering the funds?**

The college or university should attempt to recover the funds, as long as the student is still an active student. If the college receives payment from the student, those funds may be used to fund another student.

**What if a student's GPA falls below the requirements of the program?**

If a recipient of an NRC scholarship or fellowship fails to meet the minimum GPA requirement, that student will be allowed one semester to achieve the required minimum GPA. If the student continues to not meet the GPA requirements, he/she should attempt to recover the funds. Prior to a student being dismissed from the NRC-supported scholarship or fellowship for not meeting the minimum GPA, NRC should be notified of the proposed action so that the reasonableness of the dismissal from the program and its consequences (repayment) can be considered.

**Does the service commitment have to be fulfilled immediately after graduation?**

Service begins upon terminal degree completion. If a student desires to go for an advanced degree, he/she may, upon consultation and approval of the NRC, delay the service obligation until completion of that terminal degree.

**What if a student cannot find employment after graduation?**

He/she must produce convincing evidence to the NRC that he/she has indeed attempted to find nuclear-related work but has been unable to do so. The student's refusal to relocate to another area of the country is not an excuse for not finding/accepting employment.

**Does joining the military after receiving a terminal degree constitute service?**

If it is in a nuclear position such as that found in the nuclear Navy, it may be allowed. Non-nuclear military service does not count as service.

**How long is a recipient obligated to work in the nuclear field?**

The NRC service agreement states that each year or PARTIAL year of support obligates the recipient to 6 months of service in a nuclear-related field. Once NRC support is provided, the minimum obligation of service to the nuclear sector is 6 months. Students being supported must be aware of this.

**Do internships or co-ops satisfy the service requirement?**

No, neither internships nor co-ops satisfy the service requirement.

**Can a scholarship be awarded to freshmen?**

Many institutions have found that awarding scholarships to undergraduate students prior to their junior year has not been a wise decision. Freshmen tend to not realize the difficulty and responsibility of maintaining the GPA requirements especially when the engineering courses kick in. Awarding scholarships at the junior level has proven to be more successful. If there is little choice but to issue a scholarship early in a student's matriculation due to it being used as a recruiting tool, it has been found that providing smaller scholarships initially, and increasing them as the student progresses, works well in that it provides an incentive to do well and minimize the repayment should the student be unable to complete the program.

**NOTE:** Because of the repayment provision, all students should be carefully considered knowing that failure on the student's part results in repayment of funds from those students. In many cases, high school success does not translate well to a rigorous engineering program.

**REMINDER:** Principal investigators must remind students who signed the service agreements that they agree to provide the NRC with current contact information (address, telephone, email), and employment information. Contact information should be reported to: [eduscholar@nrc.gov](mailto:eduscholar@nrc.gov).

## **PERFORMANCE REPORTING REQUIREMENTS**

### **When are performance and financial reports due?**

*Performance Reports* are due on the following schedule:

Reports are due by October 31<sup>st</sup> for the period April 1<sup>st</sup> to September 30<sup>th</sup>

Reports are due by April 30<sup>th</sup> for the period October 1<sup>st</sup> to March 31<sup>st</sup>

The NRC requires the use of SF-PPR, SF-PPR-B, and SF-PPR-E for performance reporting. The links to those forms follow:

Link for the SF-PPR

[http://www.whitehouse.gov/omb/assets/omb/grants/approved\\_forms/sf-ppr.pdf](http://www.whitehouse.gov/omb/assets/omb/grants/approved_forms/sf-ppr.pdf)

Link for the SF-PPR-B, Program Indicators

[http://www.whitehouse.gov/omb/assets/omb/grants/approved\\_forms/sf-ppr-b.pdf](http://www.whitehouse.gov/omb/assets/omb/grants/approved_forms/sf-ppr-b.pdf)

Link for the SF-PPR-E, Activity Based Expenditures

[http://www.whitehouse.gov/omb/assets/omb/grants/approved\\_forms/sf-ppr-e.pdf](http://www.whitehouse.gov/omb/assets/omb/grants/approved_forms/sf-ppr-e.pdf)

*Financial reports* are due quarterly, using form SF-425, on the following schedule:

Reports are due by January 31<sup>st</sup> for the period October 1<sup>st</sup> to December 31<sup>st</sup>

Reports are due by April 30<sup>th</sup> for the period January 1<sup>st</sup> to March 31<sup>st</sup>

Reports are due by July 31<sup>st</sup> for the period April 1<sup>st</sup> to June 30<sup>th</sup>

Reports are due by October 31<sup>st</sup> for the period July 1<sup>st</sup> to September 30<sup>th</sup>

Reports should be submitted to the Program Office as well as the Division of Contracts.

## **CITIZENSHIP**

### **Are non-U.S. citizens eligible for the faculty development program?**

Professors with a valid H-1b visa or green card (or other permanent residence status) are eligible to participate in the faculty development program.

### **Are non-U.S. citizens eligible to receive a fellowship?**

Students that are legal permanent residents of the U.S. are eligible.

## **RE-BUDGETING REQUESTS**

### **What is needed to submit a request for re-budgeting of grant funds?**

The request should include:

- 1) Amount of funds to be rebudgeted (if <10% of the total award, no prior approval required unless rebudgeting between direct costs and indirect costs, rebudgeting scholarship funds to another category (e.g., salaries or travel), and foreign travel):
- 2) See terms: Budget category funds are moving from \_\_\_\_\_ to \_\_\_\_\_.

- 3) Will there be a change in scope?
- 4) Justification – why is the rebudgeting necessary, and what is the benefit to the project?

**NOTE:** The recipient is not authorized to rebudget between direct and indirect costs without written approval of the Grants Officer. (Relevant terms: Budget Revision - 2 CFR 215.25; Allowable Costs - 2 CFR 215.27)

### **DRAWING DOWN AND EXPENDING FUNDS**

#### **How do grantees draw down funds for payment?**

By using the Automated Standard Application for Payments (ASAP). ASAP is the centralized electronic payment and information center. ASAP is a system through which grantee organizations receiving federal funds can draw from accounts pre-authorized by federal agencies.

#### **How often should expended funds be reported?**

Expended funds must be reported periodically and often to avoid the issue of large amounts of unexpended balances providing the impression that the grant funds are not being used and, therefore, may not be needed. Unobligated balances upon grant expiration have been large in some cases. This is a waste of limited resources, so the potential grantee should be careful when estimating funding needs so that all funds are put to good use.

### **TRAVEL REQUESTS**

#### **What about using grant funds for travel?**

Travel is an appropriate charge and prior authorization for specific trips is not required as long as the travel is identified in the recipient's original program description and original budget. Trips that have not been identified in the approved budget require written prior approval (which includes submission by email) of the Grants Officer. Foreign travel always needs 30 days prior approval even if identified in the original application for a grant.

### **CHANGE IN PRINCIPAL INVESTIGATOR/KEY PERSONNEL**

#### **What if a change in the Principal Investigator (P.I.) or other identified key personnel becomes necessary during the course of the grant?**

Please submit:

- 1) CV for proposed P.I./key personnel
- 2) Justification.

### **CHANGE IN TIME AND EFFORT**

#### **What if a change in time and effort become necessary during the course of the grant?**

Changes in time and effort are usually associated with re-budgeting into or out of a personnel category. Please submit in writing:

- 1) Role of personnel involved
- 2) Change of effort (from % & to %)
- 3) Duration of change
- 4) Increase/Decrease – what re-budgeting might occur?
- 5) Justification – why is the change necessary and what impact will it have on the grant?

### **EQUIPMENT PURCHASES**

#### **Can equipment be purchased with scholarship funds?**

Yes, if the equipment is necessary for instruction of the students, then it is allowable.