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March 26, 2020

Dear Valued Partners,

At NBIF we are working to ensure that we keep our team members, their families, our partners, stakeholders and the public at large as safe as possible during this current outbreak of COVID-19. We hope you have been able to do the same and wish you and yours are well during this time.

With regard to the impact the outbreak is having on your work – we understand research administrators, financial services, suppliers, students and many other actors have been gravely impacted and it will take many weeks to get back to business as usual and longer to make up lost time. NBIF is extremely conscious of this and that is why we are announcing the following guidelines as a response to the current and still evolving situation:

1. Extensions to Awards

1.1. NBIF will grant up to a 12-month extension to any award at the discretion/approval of institutional research administration offices. This extension applies to grants with an end date between March 1, 2020 and March 31, 2021 inclusively. This provision applies to all grants, regardless of whether they have received a previous time extension of any length for any reason. The process at a high level would allow university/college research offices to grant the extensions as needed, and then officially communicate these timelines to NBIF at a later date.





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2. Status Reporting/Other Deliverables to NBIF

2.1. NBIF will institute an extension to June 1, 2020 for any status reports, confirmations of conditions, revised budgets or other requests from institutions or researchers for information that would normally be due in the March thru May 2020 period.

3. Pending Applications/NBIF Decisions on Funding

3.1. Pending Decisions on Lab to Market applications – NBIF commits to informing applicants of decisions by May 1, 2020. As we rely on external reviewers to evaluate this fund, we are experiencing delays as the reviewers focus on their health and families.

3.2. All other funding rounds – Any funding rounds with pending notices of decision can expect delays in having official notices issued. Please contact us if you have an urgent need for one and arrangements will be made.

3.3. NBIF is open to discussing new research projects that fall outside our normal funds and funding timelines, bearing in mind that there were no funding rounds scheduled to open in the April to May 2020 period.

3.4. We apologize for the delays but with our employees working remotely on progressing through the evaluation of proposals, the process of communicating decisions and finally disbursing funds, we still hope to be able to meet our partners needs and hope the timelines listed above are helpful.

4. Additional Support from NBIF

4.1. As there are many ways in which the current COVID-19 pandemic is impacting the research community, we would like to ask that anyone experiencing a specific need regarding their work, labs etc. reach out. We





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are looking at ways in which we can offer funding and other support to help get research back on track and want to dialogue with you as soon as you are able to identify issues you think we could help address.

As always, please reach out to us with specific inquiries, we continue to be available by phone or email. Again, we wish you well and look forward to visiting your labs, offices and campuses when it is safe to do so.

Sincerely,

A handwritten signature in black ink, appearing to read 'Laura Richard', is written over a light blue horizontal line.

Dr. Laura Richard Director of Research

