

Office of Academic Affairs

Guidelines for Work Impacted by Federal Government Changes In 2025

May 6, 2025

The following guidelines should be used when documenting information about work impacted by changes at the federal level in 2025.

1. If a grant was awarded and rescinded, include the grant in the “funded grants” section and add a note to the entry that the grant was funded, then rescinded.
 - a. A note can read as follows or be edited as needed:
 - This grant was awarded through a competitive process. After the awards were released to the university, they were rescinded by the funder on [DATE]. All work on the grant stopped on that date.
2. If a faculty member was a member of a study section that was cancelled, include this activity in the relevant service section and add a note to the entry that the study section was cancelled.
 - a. A note can read as follows or be edited as needed:
 - I was scheduled to participate as a study section member on [DATE]. On [DATE], this study section was cancelled and not rescheduled.
3. If a grant was awarded, and following the award the requirements for the grant changed, include the grant in the “funded grants” section and add a note to the entry. If the change to the requirements impacted the fundamental nature of the work, and therefore the possible outcomes, this information can be included in the candidate’s research narrative.
 - a. A note can read as follows or be edited as needed
 - This grant was awarded through a competitive process. After the award was released to the university, the requirements for the grant were changed. [BRIEF DESCRIPTION OF WHAT CHANGED.]
4. If a grant application was scored, then the competition was cancelled, include this in the “unfunded grants” section and add a note to the entry, including the score the application received prior to the cancellation.
 - a. A note can read as follows or be edited as needed
 - This grant application was scored by a review panel and received a score of [SCORE]. [CAN INCLUDE A NOTE ABOUT WHETHER THIS SCORE IS IN THE FUNDING RANGE.] Following the scoring process, the grant program was cancelled.
 - This grant application was submitted [DATE/ORGANIZATION] but was not reviewed because [REASON].

