August 24, 2017

To: UVM’s NSF Principal Investigators

This announcement is effective immediately and regards the NSF training requirement for the Responsible Conduct of Research (RCR).

We are pleased to announce two important changes to UVM’s plan for meeting the NSF RCR training requirement. We anticipate these changes will reduce the RCR administrative burden currently placed on our Principal Investigators (PIs) as well as to SPA.

1) Effective immediately, UVM will use the RCR Basic course provided through the Collaborative Institutional Training Initiative (CITI) as the primary method to meet the NSF RCR training requirement. Any additional training (i.e. courses, lab discussions or workshops) will be supplemental and at the PIs’ discretion. Therefore, the RCR Training Form PIs were required to submit to SPA prior to allowing budget release has been eliminated. This allows SPA to move forward with processing your NSF award to budget release without further delay.

2) Effective immediately, SPA will email students and postdoctoral researchers directly with a copy to the PI. The RCR email reminder will instruct the student or postdoc to log into CITI and complete the RCR training course. SPA will follow up with the students and postdocs on a regular basis until RCR training is complete. SPA will call on PIs for help with contacting students or postdocs who are delinquent in taking the RCR training.

RCR training must be completed before the students/postdocs leave the project or within the first 6 months on the project, whichever comes first. We strongly encourage the RCR training be completed as soon as possible. RCR training needs only be completed once.

We strongly encourage PIs to inform their students and postdocs about this training requirement, letting them know that it is a compliance issue and also a very important piece of their training as scientists. Examples of some of the ways in which UVM PIs have encouraged their students and postdocs to complete the training in a timely way, include giving a deadline, asking to receive a copy of their competition report, making future offers contingent on training completion and explaining to them that this is a federal requirement which may be audited for compliance.

For questions or concerns, please contact Hilda Alajajian (Hilda.Alajajian@uvm.edu or 656-1322) and visit our updated webpage at NSF Responsible Conduct of Research Training Requirement.

Thank You,

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