

National Aeronautics and Space Administration

**NASA Shared Services Center**

Stennis Space Center, MS 39529-6000

**FURLOUGH NOTIFICATION TO ALL GRANT AND COOPERATIVE  
AGREEMENT RECIPIENTS**

January 22, 2018

Attn: Authorized Organizational Representative

Subject: Federal Government Shutdown due to Absence of Appropriations, NASA Grants and  
Cooperative Agreements

As of January 20, 2018, there is no longer appropriated funding for Federal Agencies, including NASA. As a result, all NASA installations are forced to shut down with limited exemptions for specifically excepted activities.

If your institution's grant or cooperative agreement requires access to a NASA facility or participation from NASA personnel in order to perform the instrument's stated research objectives, the guidance in paragraph (a) below is applicable to your institution. If your institution's grant or cooperative agreement does not require access to a NASA facility or

participation of NASA personnel in order to perform the instrument's stated research objectives, the guidance in paragraph (b) below is applicable to your institution.

(a) We have reviewed the research currently being performed under your grant or cooperative agreement, specifically that research being performed on-site at a NASA installation, and have determined that research -- not to be a specifically excepted activity. Therefore, this research cannot be performed while the NASA installation is shut down and must be suspended unless the research can be successfully performed at an off-site location (non-NASA installation and without the participation of NASA personnel). This funding induced installation shutdown is unlike other times when NASA installations are closed due to inclement weather or other circumstances and administrative leave is not authorized during this period.

(b) Since your grant or cooperative agreement does not require access to a NASA installation, access to NASA IT resources and data, or participation of NASA personnel in order to perform the instrument's stated research objectives, you are to continue to perform research under your grant or cooperative agreement as long you have available funding. Special Condition § 1260.53 *Incremental Funding* (for awards subject to 14 CFR Part 1260) or Term and Condition 1800.921 *Incremental Funding* (for awards subject to 2 CFR Part 1800) of your grant or cooperative agreement specifies the total amount of funding that has been allotted to your grant or cooperative agreement.

You are also reminded that the Agency is not obligated to reimburse your institution for the expenditure of amounts in excess of the total funds allotted to this grant or cooperative agreement. Your institution is not authorized to continue performance beyond that period covered by the allotted funding and is cautioned to closely manage all available funding, as additional funding will not be provided while the Agency is without appropriations. Any research performed during this time period should be carefully planned, taking into account that NASA technical and administrative personnel will not be available to support these activities during the Government shutdown.

For availability of incurred cost payment through the Department of Health and Human Services (HHS) Payment Management System, please check the HHS Division of Payment Management website at: [www.dpm.psc.gov](http://www.dpm.psc.gov).

The direction in this letter is in effect until you are notified differently by a NASA Grant Officer. That is not expected to happen until appropriations again become available for the Federal Government and this Agency. Once Federal appropriations again become available, NASA installations will reopen and funds can be added to your contract as deemed necessary and Government oversight and administrative personnel will resume their normal duties.

Theresa Stanley

Grant Officer