To: All Faculty, Department Chairs, and Administrators  
From: Jessica Moise- Director, Grants and Contracts Office  
Date: August 17, 2004  
Subject: Federal Policy on Suspension and Debarment

At this time the administration would like to reiterate federal policy on suspension and debarment. Federal grants require that research personnel:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions (defined as being eligible to receive federal funds) by any federal department or agency.
2. Have not, within a 3-year period preceding an application for funding, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in (2) above.
4. Have not, within a 3-year period preceding this application, had one or more public transactions (federal, state, or local) terminated for cause or default.

The federal government may choose to make exceptions for certain researchers, but only if the institution discloses the information related to suspension and debarment at the time of the application. If you or one of your research personnel do not meet the above criteria, it is EXTREMELY IMPORTANT that you contact Jessica Moise in the Grants and Contracts Office immediately.

Jessica Moise  
Director  
Grants and Contracts Office  
(212) 659-8971