OSP News & Updates

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*The **OSP News & Updates**, published by the Office of Sponsored Projects, is a bi-weekly subscription-based newsletter that provides OSP and sponsor updates and reminders, quick facts, guidance and training in all aspects of sponsored projects administration. <u>Subscribe to OSP News & Updates</u>ⁱ*

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1   FINAL REMINDER: GRANTS.GOV SHUTDOWN FRIDAY 23RD SEPTEMBER 2022

The Grants.gov Program Management Office (PMO) schedules system-wide software releases to bring its users new features and fixes. During these releases, downtime will be scheduled to deploy new enhancements. The PMO also performs scheduled maintenance on its databases and Websites in order to provide enhanced IT security and increased network reliability. Grants.gov will be using the following downtime to migrate their services to the Cloud:

Scheduled Maintenance Outage:
Grants.gov Production System will go **Offline** Friday September 23, 2022 at 12:01 AM ET.
Grants.gov Production System will go **Online** Thursday September 29, 2022 at 11:59 PM ET.

In response, NIH and AHRQ applications with due dates that fall on or between September 22 and September 30, 2022 **will move to October 3, 2022.**

Read the full notice, [NOT-OD-22-190](#), for further information.

Yale IRES Users will be able to create, develop, and review and route applications in Proposal Development throughout Grants.gov's downtime period. NIH pre-submission validation and image building will continue to function during this time. OSP Proposal Managers clicking the 'Submit to Grants.gov' (or 'Resubmit to Grants.gov') button during this period will result in failure. *Submissions will <u>not</u> be queued for later processing.*

*** *We appreciate your patience and understanding!* While deadlines will be moved to Monday, October 3, we expect there to be a high volume of submissions around the country when the system goes back online, with an increased potential for system glitches and delays. As a reminder, the NIH October 5th deadline will also create a high volume of proposals for the Proposal Management Team within the same time frame.

OSP requires five (5) working days to review your grant application. Please keep in mind, and remind your faculty, that OSP will have increased volume throughout the first week of October. The five-day requirement allows us to review your application thoroughly for compliance and other administrative issues and allows for time needed to resolve any potential problems. Please reach out to your Proposal Manager if you have questions or concerns.

2 NEW COURSE BY CITI PROGRAM: DISASTER RESPONSE AND RESEARCH REACTIVATION

This [new disaster planning course offered by CITI Program](#) serves as a guide to evaluate and effectively execute reactivation strategies for research previously stopped or "ramped down" due to an emergent situation. It is related to Animal Programs.

3 CAMPUS-WIDE COLLABORATIVE TRAINING COMMITTEE (CCTC) SURVEY

Please take the [CCTC Survey about Portfolio Management Training Needs](#).
(Note: you must be logged in to It's Your Yale to view this page)

Much time has passed since information was gathered regarding portfolio management training needs of Department Business Offices (DBOs).

The CCTC has created a survey for Administrators, Operations Managers, staff, and those involved in post award management to gain a better understanding of current training and education needs of DBOs related to post award management.

Aggregate survey data will be used by the CCTC to finalize training and educational tools under development.

[Direct link to Qualtrics.](#)
This survey will close on September 30, 2022.

4 CAREERS RELATED TO RESEARCH ADMINISTRATION

There are currently several job openings related to research administration across Yale. Please feel free to share the below opportunities with eligible candidates. Referral awards of $1,500 - $2,000 are available for eligible staff. *Please visit the [Employee Referral Program website](#) for details.*

Openings:

- **Award Setup Analyst** *(75983BR)*
  Sponsored Projects Financial Administration (SPFA)
  The Award Setup Analyst is responsible for creating and modifying all University sponsored research accounts in the financial system.

- **Contract Manager** *(76227BR)*
  Office of Sponsored Projects (OSP)
  Reporting to one of the Office of Sponsored Projects (OSP) Senior Contract Managers, the Contract Manager (CM) provides support to faculty and administrators regarding the review and development of proposals as well as the negotiation, execution and administration of contracts, including research agreements, federal contracts/agreements, confidentiality agreements and material transfer agreements.

- **Operations Manager** *(75448BR)*
  Office of the Vice Provost for Research
  The Operations Manager works closely with staff members throughout the organization to provide a high level of administrative and financial services in support of the mission of units within the science centers and institute portfolio of the Vice Provost for Research.

- **Financial Analyst 1, Post Award** *(75315BR)*
  Faculty Research Management Services (FRMS)
  Reporting to the FRMS Associate Director who provides general direction, provide analytical and financial services, guidance and consultation to faculty and staff optimizing a PI's use of research funds for awards within assigned portfolios across multiple departments. This position is an early career research administration position that focuses on accelerating the development of Grant Accountants while creating a pipeline of high-performing talent.

  Visit [Yale Careers Homepage](#) for more information.

5 SPONSORED PROJECTS TRAINING

[Visit Yale's TMS site](#) for class descriptions and registration *(VPN required).*

Instructor-Led Training (ILT): Upcoming Classes

- October 17: Intro to Sponsored Projects Administration (SPA)
- November 9: Fly America Act & Open Skies Agreement
- November 15: IRES Proposal Development (PD)
- December 7: Industry Sponsored Clinical Trial Budgeting
- December 1: Financial Reporting and Closeout *(new date)*
- December 12: Intro to Sponsored Projects Administration (SPA)

Online Self-paced eLearning

The following OSP training courses are available online. If after completing the course, you have any questions about the course content email osp.trainings@yale.edu and we will forward your question to the appropriate subject matter expert.

- Allocating Allowable Costs - Online
- Clinical Trials: Create a Clinical Trial Record in PD - Online
- Cost Transfer Principles - Online
- Direct Charging of F&A Type Costs on Sponsored Awards - Online
- Principles of Effort – Online
- Export Compliance (CITI Program) - Online
- IRES Proposal Tracking (PT) Overview - Online
- NIH K Award Fundamentals - Online
- Other Support and Third-Party Agreements Library - Online
- Subrecipient Basics and Monitoring - Online
- What Research Staff Need to Know About Spending Sponsored Projects Funds - Online

NCURA Webinars

View videos of recent National Council of University Research Administrators (NCURA) webinars by visiting the [Sponsored Projects Research Administrator Training webpage](#).

[1] *Thank you to all who have contributed to this newsletter. Please direct questions or suggestions regarding newsletter content to Tracy Coston at osp.communications@yale.edu or tracy.coston@yale.edu. Use the following link to [unsubscribe to OSP News & Updates](#). For archived issues, please email osp.communications@yale.edu.*