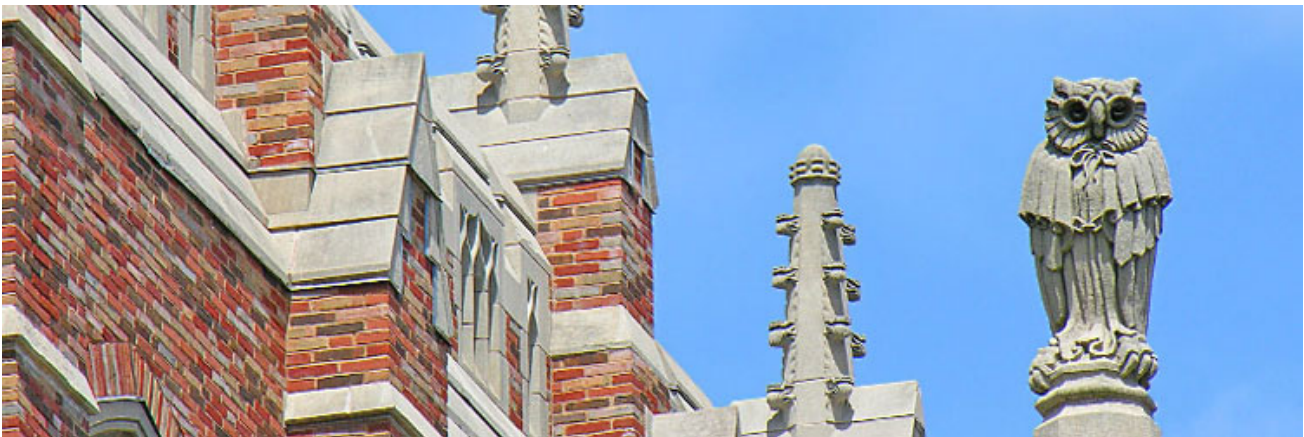


Research Administrators

NEWS & UPDATES

The [Research Administrators News & Updates](#) is a bi-weekly e-newsletter published by the Office of Sponsored Projects (OSP) at Yale University. It is a subscription-based newsletter that provides updates and reminders, quick facts, guidance and training information in all aspects of research administration. [Use this link to manage your Research Administrators News & Updates subscription.](#)



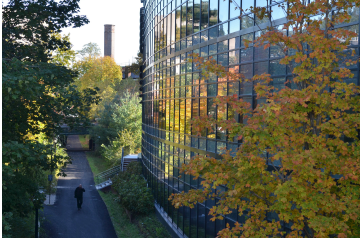
News Items Vol. 3, Iss. 3 | August 11, 2023

1. Reminder: IRES PD, PT, COI - Planned Outage for Application Upgrade
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1. Reminder: IRES PD, PT, COI - Planned Outage for Application Upgrade

As a reminder, beginning at **5 pm on Thursday, August 17, 2023**, IRES-PD, PT and COI will be unavailable due to an application upgrade for standard maintenance. All systems will be available again for use at **7 am on Monday, August 21, 2023**. Any proposals that are due either Thursday, August 17th or Friday, August 18th must be received by OSP prior to noon on Thursday, August 17th to be reviewed and submitted before the system shuts down at 5 pm. Please contact your Proposal Manager with any questions or concerns.



2. Updated NIH Guidance on Budgeting for Data Management and Sharing (DMS) Costs

NIH is rescinding their guidance directing applicants to include all costs related to DMS as a single line item in applications. Please note that the updated guidance from NIH now aligns with Yale's budgeting practice. Budgets for applications due prior to October 5 should continue to budget DMS costs across all cost categories and explain the DMS costs in the budget justification.

Per [NOT-OD-23-161](#), "Effective for applications submitted for due dates on or after October 5, 2023, NIH will no longer require the use of the single DMS cost line item. NIH recognizes that DMS costs may be requested in many cost categories. Therefore, in line with our standard budget instructions, DMS costs must be requested in the appropriate cost category, e.g., personnel, equipment, supplies, and other expenses, following the instructions for the R&R Budget Form or PHS 398 Modular Budget Form, as applicable. While the single cost line item is no longer required, NIH will require applicants to specify estimated DMS cost details within the "Budget Justification" attachment of the R&R Budget Form or "Additional Narrative Justification" attachment of the PHS 398 Modular Budget Form, pursuant to the instructions."



3. Save the Date: Research Administrator Day

Join us for a day of learning and networking at the inaugural Research Administrator Day conference! It takes place on

Wednesday, September 13 at the West Campus conference center from 9:00AM - 4:00PM (continental breakfast beginning at 8:15AM.)

We are putting together an exciting agenda - more details soon! **For planning purposes, [register](#) by 8/11** with your plans to attend in person, via Zoom, or if you are unable to attend.



4. Reminder: No RA Forum this August

There is no Research Administrators Forum this August. We will meet again at our September 20th forum. Enjoy the summer!



5. Sponsored Projects Training

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

*Courses with an asterisk have had recent content edits.

Upcoming Virtual Instructor-Led Training (vILT)

- August 31: Export Compliance*
- September 14: Principles of Effort: Ask the Expert*
- September 26: Industry Sponsored Clinical Trial Budgeting
- September 28: Fly America Act & Open Skies Agreement (*new date*)
- October 10: Financial Reporting and Closeout
- November 16: Export Compliance

On-Demand [eLearning](#)

- Applying Cost Allocation Methodology
- Allocating Allowable Costs
- Clinical Trials: Create a Clinical Trial Record in PD
- Cost Sharing on Sponsored Projects
- Cost Transfer Principles
- Direct Charging of F&A Type Costs on Sponsored Awards
- Export Compliance by CITI Program

- Introduction to Sponsored Projects Administration (and refresher!)
- IRES Proposal Tracking (PT) Overview
- Managing Subaward Invoices
- NIH K Award Fundamentals
- Other Support and Third-Party Agreements Library
- Principles of Effort
- Principal Investigator Eligibility: Who Can Be a PI?
- Proposal Development (PD) Training (*coming soon*)
- Proposal Development (PD) for NIH RPPRs
- Subrecipient Basics and Monitoring
- What Research Staff Need to Know About Spending Sponsored Projects Funds

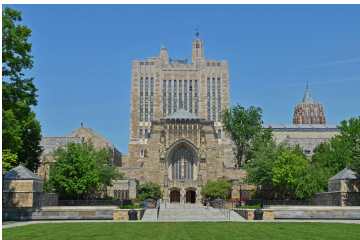
Have a training need? Requests to edit existing sponsored projects trainings or create a new training can be made via the [Sponsored Projects Training Request intake form](#). All requests will be reviewed and prioritized according to need and resources.

The intake form can be found on our [training webpage](#) at any time.

NCURA Webinars

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

New webinar posted: *Strategies for Working with Investigators (Recorded 7/24/23)*



6. 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:

Associate Director of SPFA (83471BR)

Sponsored Projects Financial Administration

The Associate Director of SPFA is responsible for overseeing the financial management and administration of sponsored projects within the organization. This position plays a critical

role in ensuring compliance with financial regulations, optimizing financial performance, and providing strategic financial guidance for SPFA. The Associate Director collaborates closely with internal stakeholders, principal investigators, sponsors, and external partners to support successful financial management. Additionally, the Associate Director will manage post-award financial analysts, oversee Letter of Credit drawdowns for federal agencies, accounts receivable for Sponsored awards, and assist with finance projects related to grants.

Accountant II (82855BR)

Sponsored Projects Financial Administration

Reporting to the Invoicing and Accounts Receivable Manager, the Accountant II is responsible for the post award accounting duties in managing a high-volume portfolio of sponsored awards. These duties include reading and interpreting sponsored award documents and extracting all pertinent information to identify invoicing terms and conditions, create and/or amend award billing schedules in the Workday Financial system, review special billing terms, frequency, and type. Responsible for the accurate and timely invoicing of non-LOC awards and serve as a point of contact for related billing inquiries. Provide institutional level financial review, analysis and compliance related activities for all non-LOC grant and contract awards and be able to independently research policies, federal regulations and university policies and procedures. Perform account reconciliations and make well thought out response in resolving billing inquiries. This individual will be responsible for A/R related activities and will work closely with the Senior Accountant in researching collection issues, unapplied payments, and collaborate with external sponsors and internal Departmental Business Offices/Units to seek effective resolution for a wide variety of billing and A/R issues.

Senior Manager, FRMS Post-Award (82941BR)

Faculty Research management Services

Reporting to the FRMS Associate Director manages a team of Senior, Junior and Mid-Level Portfolio Analysts and C&T Staff. The Sr. Manager will oversee support for the Yale School of Engineering & Applied Science. The Sr. Manager will align their team and facilitate the school's growth from a research administration perspective. They will hold their team responsible for high analytical and financial services standards, compliance and stewardship of sponsored awards. This position provides high levels of client satisfaction through strong relationship management efforts.

Central Office, PreAward Manager (81512BR) (*We're expanding the team! Now hiring for 2 positions*)

Office of Sponsored Projects

Proposal Manager - Reporting to the Assistant Director for Proposal Management in the Office of Sponsored Projects (OSP), this position has primary responsibility for review, approval and processing of all grant proposals to federal and non-federal sponsors. The successful candidate for this position will provide assistance to investigators and departmental staff with funding opportunity announcements, sponsor guidelines and federal and university policy as it relates to grant proposal submissions. The role has delegated signature authority (AOR) for official documents related to grants and contracts. Offering on-site, hybrid or largely remote work schedules.

Compliance Coordinator (82094BR)

Conflict of Interest Office

Under the direction of the Director of the Conflict of Interest Office, and with broad latitude for discretion and independent judgment, the Compliance Coordinator is responsible for the day-to-day activities associated with reviewing financial interests disclosed by faculty and other individuals who are responsible for the design, conduct or reporting of research, and for evaluating such interests in accordance with University policy and federal or other sponsoring agencies' Conflict of Interest (COI) regulations and/or policies.

Assistant Director of Export Controls (80447BR)

Export Controls

The Assistant Director of Export Controls works with the Director to ensure Yale's compliance with laws related to international trade, restricted party screening, and technology transfers.; The person in this position is responsible for working with internal clients in determining the proper course of action to comply with regulations regarding exports, deemed exports, proposal and contract reviews, reimbursements, international travel, and restricted party screening. Specific Responsibilities of this role include: Approve certain physical export shipments by assigning appropriate Export Control Classification Numbers (ECCNs), making license determinations, and filing EEs when required through eShipGlobal. Review regulatory issues related to proposal submission to identify potential export control concerns. Review the terms and conditions of awards and agreements, including awards, grants, NDAs, CDAs, and other agreements as they relate to export controls, particularly the Fundamental Research Exclusion. Manage interactions with faculty, staff, and outside parties in relation to the Yale's export control compliance obligations and facilitate the ability of these individuals to successfully perform the functions of their position while maintaining compliance with export control laws, including Technology Control Plans when

required. Advise the Office of International Students and Scholars on the export control attestation determination of certain visa applications. Work with Procurement and Accounts Payable through Workday to resolve supplier and payment concerns related to export controls. Track the submittal of general correspondence and license applications. Review restricted party hits across Yale's campus, resolve escalated hits, and oversee the auditing of campus-wide restricted party screening activity. Conduct awareness training throughout campus. Work with the Office of General Counsel, as well as other departments, on Yale programs with export control implications. Document specific situations and international transactions in accordance with export control laws. Assist with the writing of policies and procedures related to export controls. Assist with updating an internal website to maintain current information accuracy. Committee service and other duties as needed.

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



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