

# OSP News & Updates

Office of Sponsored Projects

5/2/2019

2019 Volume 2, Issue 3

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. To subscribe, visit <https://subscribe.yale.edu/browse?search=OSP>.

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## 1 NEW PROJECT FOR REJECTED COST TRANSFERS

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If OSP rejects a cost transfer which is crediting a sponsored award, OSP must process a new cost transfer removing the credit from the sponsored award by debiting a departmental suspense account. In an effort to assist departments in identifying these entries, two new projects have been created. Any entry done by OSP in these cases, will now utilize the following projects:

PJ105201 Cost Transfers denied by OSP – Payroll Only  
PJ105202 Cost Transfers denied by OSP – Non-Payroll Only

## 2 FY2020 COMPENSATION POLICIES FOR POSTDOCTORAL APPOINTEES

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*From Peter Schiffer - April 8, 2019:*

### I. Compensation Plan

Yale's minimum compensation levels as of July 1, 2019 are as shown below:

1 <sup>st</sup> Year postdoc	(NIH Yr 0)	\$50,004
2 <sup>nd</sup> Year postdoc	(NIH Yr 1)	\$50,376
3 <sup>rd</sup> Year postdoc	(NIH Yr 2)	\$50,760
4 <sup>th</sup> Year postdoc	(NIH Yr 3)	\$52,896
5 <sup>th</sup> Year postdoc	(NIH Yr 4)	\$54,756
6 <sup>th</sup> Year postdoc	(NIH Yr 5)	\$56,880

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It is important to note that sponsoring agencies require a uniform salary policy for postdoctoral appointees supported by grants and those supported by University funds.

## **II. New Appointments**

New appointees with no prior postdoctoral experience should receive at least \$50,004. It is recommended that new appointees with prior postdoctoral experience at another institution should receive compensation that reflects the number of years of experience. If prior experience is taken into account, it must be done so at the time of hire rather than be delayed until a future reappointment. Postdoctoral appointments are generally for no longer than 4 years but may be extended for a 5<sup>th</sup> or 6<sup>th</sup> year of training if necessary.

## **III. Reappointments**

Adjustments to postdoctoral compensation are made at the time of reappointment. For FY20, the standard raise for postdocs should be according to the scale above or 2.0% if already paid above the scale. Raises above 2.0% are allowable but may not be based solely on the availability of sponsored research funds. Instead, they must be based on merit or equity reasons, clearly specified as part of the reappointment documentation, and must be approved by the Lead Administrator.

In general, postdoctoral appointees warranting a salary increase above 10% should be promoted to Associate Research Scientist. If not, the Lead Administrator should submit a written request to the Office of Postdoctoral Affairs, explaining why the individual should remain in the postdoctoral rank and describing the impact of the raise on compensation equity within the research group. Such requests will be forwarded to the cognizant dean or dean's designee for approval.

In rare cases in which a faculty member wishes to provide no increase because of deficiencies in the appointee's performance, the poor performance must be noted in the Annual IDP Report.

Overall, Lead Administrators are strongly encouraged to take into consideration compensation equity across the department as a whole.

## **IV. Exception: postdoctoral fellows paid from NIH T32 training grants or NIH F32 individual fellowships**

For these postdoctoral fellows, the NIH stipend scale prevails for all appointments and reappointments.

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## 3 STAFF UPDATES

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### 3.1 PROPOSAL MANAGEMENT TEAM

On April 22, 2019 **Gina Della Porta** filled the role of Limited Submissions Manager formerly held by Melanie Smith. Gina was at Yale from 2004 – 2007. Subsequently, she has held a series of roles of increasing responsibility providing proposal development support and mentoring faculty in program planning and project design at Duke University School of Medicine and most recently at their School of Nursing. She has coordinated processes for internal pilot funding, trained faculty in grant development, and edited proposals. In her role as Limited Submissions Manager she will be able to apply her skills to running our limited submissions process working with the Scholar Awards Committee as well as *ad hoc* review committees; further developing our faculty training series; and assisting with select proposals.

## 4 OSP TRAINING

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### 4.1 BROWN BAG MEETING

Join us for the May Brown Bag meeting. [Visit the TMS Brown Bag webpage](#) to register and view the event details. Topics for next week's meeting are still in the planning phase and will be posted in TMS once confirmed.

### 4.2 UPCOMING OSP CLASSES

OSP classes are designed for Research Administrators and those in department business offices who manage sponsored projects. Attend a class to learn more about the situations you deal with in your office or take a refresher to stay up-to-date. [Register to attend](#) an upcoming OSP training class.

**[Allocating Allowable Costs:](#)** This instructor-led course is for individuals who prefer interactive classroom learning; for those who took the online course but would like to discuss questions related to the course; or for those looking to review updated information and refresh their knowledge.

This module provides individuals with an understanding of Yale's policies and procedures concerning the allowability and allocation of costs associated with sponsored awards.

The purpose of this course is to increase participants' understanding of:

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- Yale's policies and procedures concerning the allowability and allocation of costs associated with sponsored awards
- The difference between allowable and unallowable costs
- What constitutes an acceptable allocation methodology

## 5 ERA UPDATE: NEWLY REDESIGNED ERA WEBSITE IS LAUNCHED!

The newly revamped [eRA website](#) was launched as an informational gateway for applicants, grantees and reviewers to navigate eRA modules, such as eRA Commons, IAR and ASSIST.



Please explore the site. If you have any comments or questions, please send them to [eRACommunications@mail.nih.gov](mailto:eRACommunications@mail.nih.gov).

### Key highlights

- Main screenshots of systems added to help figure out process at a glance
- Commons/ASSIST log-in buttons moved to prominent location on upper right-hand corner of home page
- Hover drop-down menus added to menu topics on home page to provide a glimpse of inside content
- New categories of information and updated 'how-to' content.

**Note:** URLs of website pages have change; please change your favorite bookmarks (temporary redirects for frequently used pages are in place).

<sup>i</sup> 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](mailto:osp.communications@yale.edu) or [tracy.coston@yale.edu](mailto:tracy.coston@yale.edu). To unsubscribe, visit <https://subscribe.yale.edu/browse?search=OSP>. For archived issues, visit [OSP News & Updates archives](#).