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](https://subscribe.yale.edu/browse?search=OSP).

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### 1 OSP Trainings & Communications

#### 1.1 Next Brown Bag in January

Because December is such a busy month we have decided to skip the December Brown Bag meeting and we’ll see you again in January. [Registration is open for the January Brown Bag.](https://example.com)

#### 1.2 Share Your Experiences

In an effort to better represent the department’s approach for managing sponsored awards, we would like to invite departments to contribute articles to the OSP News and Updates newsletter - share any processes, procedures, or tips that would be relevant to your colleagues who manage some aspect of sponsored awards. Send submissions to Tracy Coston at tracy.coston@yale.edu or osp.communications@yale.edu.
1.3 COMING SOON – NEW ONLINE FORMS

Two new online forms are being created to expedite department requests for data use agreements and new eRA Commons accounts. These forms are expected to go live in December, check our upcoming OSP News and Updates for more information.

- Request for Data Use Agreement form
- Request for New/Yale-affiliated eRA Commons User Account form

1.4 NOVEMBER BROWN BAG

If you were not able to attend the November Brown Bag meeting, the PowerPoint presentation and a video of the event will be posted on the OSP Brown Bag website by Monday, November 19th, (maybe sooner).

We needed to do some research but now have the answer to the following question posed at the end of the meeting.

- **Question:** Can you please clarify if GCAT (OSP) reviews and signs data use agreements that are funded by non-sponsored funds or should these types of agreements be sent through Purchasing for a Yale signature before payment?
- **Answer:** Although rare for Yale to pay for data, OSP would review data use agreements that are using either sponsored or non-sponsored funds. OSP would ask about the source of funds to verify it is allowable (if sponsored) and available (if non-sponsored) to make sure payment could be made. Please send requests to the appropriate gcat mailbox.

1.5 UPCOMING CLASSES

There are still seats available - register to attend one of the upcoming OSP training classes.

**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:
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

**Clinical Trial Budgeting:** This module provides information about industry-sponsored (non-federal) clinical trial budgeting and how to build budgets that result in the full recovery of costs.

Topics covered:

- A review of the clinical trial budget development process
- The preparation an internal budget: what can and cannot be included
- A description of associated costs and hidden costs
- Regulatory and sponsor requirements
- Consistency review across study documents
- Budget monitoring and discussion of post award activities
- Resources supporting effective clinical trial budgeting

## 2 OSP STAFF UPDATES

### 2.1 PROPOSAL MANAGEMENT TEAM

Danielle O’Brien will now be serving as the interim Team Lead for the Proposal Team. As Team Lead, Danielle will serve as the first point of contact for the proposal team and all proposal-related issues. In addition, Danielle will continue to support her full portfolio and assist with Proposal Development training. Please join us in congratulating Danielle on this interim position.

### 2.2 AWARD MANAGEMENT TEAM

**Cheryl Magoveny’s new Non-Governmental Organization (NGO) award portfolio** has been established. In addition to managing the following NGO award portfolio, Cheryl will handle all non-federal contracts for the School of Forestry and Environmental Studies.

- Alliance for Lupus Research (New Name: Lupus Research Alliance)
- American Diabetes Association (ADA)
3 Updated FAQs – NSF Award Term and Condition, “Notification Requirements Regarding Sexual Harassment…”

Updated Frequently Asked Questions (FAQs) regarding NSF’s award term and condition entitled, “Notification Requirements Regarding Sexual Harassment, Other Forms of Harassment, or Sexual Assault” have been posted to the NSF Office of Diversity and Inclusion (ODI) Sexual Harassment Website. These FAQs are dated November 13, 2018.

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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. To unsubscribe, visit https://subscribe.yale.edu/browse?search=OSP. For archived issues, visit OSP News & Updates archives.