The OSP News & Updates, published by the Office of Sponsored Projects, provides OSP updates and reminders, quick facts, guidance and training in all aspects of sponsored projects administration for faculty and department business offices and sponsor/agency updates and reminders.

To subscribe, please go to: https://messages.yale.edu/subscribe.
View OSP News & Updates archives.

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1 Submission Process During Winter Recess

The Office of Sponsored Projects will be closed for the winter recess (December 22, 2017 through January 1, 2018). All action items sent to the GCAT mailboxes or any individual will be responded to when the office reopens on January 2, 2018. Proposals, or any other actionable items with deadlines that occur during the recess, must be sent to OSP by Wednesday, December 20th for review and submission to the sponsor before the office closes at 5pm on Thursday, December 21st or an extension must be obtained from
the sponsor to submit the application or prior approval request on Tuesday, January 2\textsuperscript{nd}. Please contact your OSP Manager with questions about this process.

2 CHANGE IN REVIEWERS FOR SBIR/STTR PROPOSALS

Effective immediately, all SBIR/STTR proposal reviews will be processed by the OSP proposal team. This change will be in effect for the upcoming January 5\textsuperscript{th} deadline, as well as subsequent deadlines. Your proposal manager will review and approve all SBIR/STTR subaward proposals, which are then submitted to industry partners. Contact your proposal manager with questions about this process.

3 REMINDER: ROUTING CONTRACTS IN IRES PD

As a reminder, when submitting a corporate contract to OSP via IRES Proposal Development (PD), it is important to use the contracts in PD method for routing. After creating the PD record, please follow the steps outlined below to ensure that the contract is routed to the appropriate reviewer in OSP so that no delays are experienced.

- On the Questions Set Up Tab, under Submission Mechanism/Form Information, please pick “Contract Routing” and click “OK” in the pop up box.
• When completing the Regulatory Form for the Internal Documents, be sure to choose “Contract” under the Instrument Type.

• Please do NOT add the contract manager to the PD route; this will be completed internally in OSP.

Should you have any questions, please feel free to contact Maneesha Joshi at maneeshajoshi@yale.edu or 203-785-6929.

4 2018 OSP NEWS & UPDATES DISTRIBUTION SCHEDULE

Beginning January 25th, OSP News & Updates will be issued on a semi-monthly schedule (i.e., the second and fourth Thursday of each month). The OSP News & Updates will be distributed by email to all members who subscribe to the newsletter and made publicly available to the University research community online at https://your.yale.edu/research-support/office-sponsored-projects/osp-news-updates.

The 2018 distribution schedule is as follows:

- January 25th
- February 8th
- February 22nd
- March 8th
- March 22nd
- April 12th
- April 26th
- May 10th
- May 24th
- June 14th
- June 28th
- July 12th
- July 26th
- August 9th
- August 23rd
- September 13th
- September 27th
- October 11th
- October 25th
- November 8th
- November 22nd
- December 13th
Archived versions of previous editions can be found on the OSP website.

Please direct inquiries regarding the OSP News & Updates to Tracy Coston at tracy.coston@yale.edu or osp.communications@yale.edu.

5 2018 OSP Instructor-led Training Schedule

OSP research administration training is designed for those working in department business offices who are responsible for, or involved with, the administration of sponsored awards. Below is a calendar of the 2018 instructor-led training opportunities. Use the University’s Training Management System (TMS) to register for any class or view more information about the courses.

2018 OSP Instructor-led Course Schedule*

<table>
<thead>
<tr>
<th>Training Course</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
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</thead>
<tbody>
<tr>
<td>Introduction to Sponsored Projects Administration</td>
<td>9th</td>
<td>6th</td>
<td>1st</td>
<td>3rd</td>
<td>1st</td>
<td>6th</td>
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<td>Allocating Allowable Costs</td>
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<td>Clinical Trials Budgeting</td>
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<td>Direct Charging of F&amp;A Type Costs</td>
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<td>Effort Reporting Principles</td>
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<td>6th</td>
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<td>Financial Reporting and Closeout</td>
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<td>Fly America Act and Open Skies Agreement</td>
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<td>1st</td>
<td>24th</td>
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<td>6th</td>
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<td>IRES Proposal Development (PD)</td>
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<td>IRES Proposal Tracking (PT)</td>
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<td>Research Compliance Principles</td>
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<td>Subrecipient Basics and Monitoring</td>
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*Note that these dates are subject to change. For current information throughout the calendar year check the TMS schedule.

6 Upcoming OSP Brown Bag Sessions

The Office of Sponsored Projects (OSP) will be holding brown bag sessions with the research administration community on Thursday, January 11th and Wednesday, January 17th. Please hold these dates. Invitations with topics to be covered in the sessions will be sent soon. Visit TMS to view event times and locations and register for a session.
OSP conducted brownbag sessions for the research community in December. Those who were unable to attend the live sessions are strongly encouraged to view the recordings and other resource materials that are linked below:

- Video of 11/16 Brown Bag session – Central Campus
- Video of 11/27 Brown Bag session – YSM
- Brown Bag PowerPoint presentation and flow chart
- OSP Brown Bag Sessions website

7 OSP STAFF UPDATES

7.1 FINANCIAL MANAGEMENT

Sarah Wenzel joined the Financial Reporting Group as a Senior Accountant on December 11, 2017. Prior to Joining OSP and Yale, Sarah worked as a Staff Accountant for an audit firm. In addition to her accounting experience, Sarah held several financial positions in the private industry. Please continue working with your assigned OSP Accountant, as Sarah will be going through training over the next several weeks. Once her portfolio is assigned, a separate communication will be sent.

8 SPONSOR-RELATED UPDATES & REMINDERS

8.1 NATIONAL SCIENCE FOUNDATION

8.1.1 NSF Publishes New Proposal & Award Newsletter

The National Science Foundation (NSF) published a new edition of its Proposal & Award Newsletter.


Topics include:

- Proposal & Award Policies & Procedures Guide (PAPPG)
- Account Management Update
- Hurricanes Prompt Highlight of Deadline Date Policy
- Unfunded Collaborations
• Public Access Policy – Results of NSF Funded Research
• Proposal Preparation and Submission in Research.gov to Begin in April 2018
• Outreach

To subscribe to the NSF Proposal & Award Newsletter, navigate to https://www.nsf.gov, and the bottom of the page click on the envelope icon in the “Follow Us” section of the website. Enter your email address and check the box labeled, “Publications: Policies and Procedures – All NSF Policies and Procedures” under Newsletters/Journals section.

8.2 National Institutes of Health

8.2.1 NIH Office of Policy Offers a Suite of Resources for Stakeholder Engagement

The Office of Science Policy offers several communication resources aimed at increasing and strengthening stakeholder engagement. By utilizing the resources listed below, stakeholders can be assured they have the most up-to-date information about the Office of Science Policy activities.

• Office of Science Policy website: https://osp.od.nih.gov/
• Under the Poliscope blog: https://osp.od.nih.gov/blog/
• Follow us on Twitter: https://twitter.com/cwolinetznih
• Follow us on LinkedIn: https://www.linkedin.com/company/27097775/
• Office of Science Policy YouTube: https://www.youtube.com/channel/UCiLO4iMAvv2LIQDdAqtLs1Q

8.2.2 Project Outcomes in Interim and Final RPPR

With NIH's implementation of the Final and Interim Research Performance Progress Reports (F-RPPR and I-RPPR), a new section, Section I – Outcomes, has been added. The Project Outcomes section of the F-RPPR and I-RPPR is made publicly available through the NIH RePORTER website. The objective is to provide the public with easily understood results for NIH-funded biomedical research, thus improving the transparency about the use of federal funds. Therefore, it is important to write the outcomes for the public appropriately. Keeping the description outcomes...
concise and crisp, written for the layman in clear and comprehensible language. Do not include any proprietary or confidential information or trade secrets. Researchers should aim for Grade 10, so that even a 15 to 16-year-old will be able to understand the results of the research (see pointers on using plain language to communicate the value of research).

NIH will only publish project outcomes after they have been reviewed and approved by NIH staff. If a project outcome is in biomedical expert-speak, shares proprietary information, or includes Personally Identifiable Information (PII), NIH staff will request the grantee to submit revised project outcomes using the Additional Materials functionality for the Final and Interim RPPR (i.e., Final Report Additional Materials (FRAM) for Final RPPR, IRAM for Interim RPPR). Grantees will respond to these requests using an enhanced web form that supports NIH’s ability to make this information public.

Submitting a revised outcomes statement is accomplished by using only the Project Outcomes section of the request for Additional Material web form. This text box is not to be used for general comments or communication. As well, revised outcome statements will not be accepted if they are uploaded as an attachment.

For the latest Guide Notice on Project Outcomes, see NOT-OD-18-103. For an example of an acceptable Project Outcomes description, see the Summary of R01HL066004. For more information on Interim and Final RPPR, refer to NOT-OD-17-085 and NOT-OD-17-022.
8.2.3 NIH Enforcement of Closeout Policies

NIH Notice Number: NOT-OD-18-107 alerts the research community that NIH will be strictly enforcing longstanding closeout requirements, outlined in its Grants Policy Statement Section 8.6, Closeout. NIH has consistently reminded recipients of their responsibility to submit timely, accurate final grant expenditure reports, and has communicated the critical need for recipients to reconcile cash transaction reports submitted to the HHS Payment Management System (PMS) with expenditure reports submitted to NIH. To fulfill agency requirements under the Grants Oversight and New Efficiency (GONE) Act and HHS grants policy, NIH will no longer delay the closeout of awards unless the recipient submits a prior approval request to the IC providing an acceptable written justification. Without prior approval from the awarding IC, NIH will initiate unilateral closeout for all awards that fail to meet closeout requirements within 120 days as required by the NIH Grants Policy Statement (NIH GPS) Section 8.6.

8.2.4 ASSIST User Guide (PDF) Updated (eRA)

The most current version of the ASSIST User Guide is available on the eRA website: https://era.nih.gov. The information is also available as online help. To access the ASSIST online help, select any of the question marks found on ASSIST screens or enter the following URL in your browser: https://era.nih.gov/erahelp/assist.

8.2.5 Coming Soon – New Look, New Features, New Content, Better Experience

The National Heart, Lung, and Blood Institute (NHLBI) is about to launch a new website that promises to make the user experience a lot more satisfying. The website will feature a clean, modern format and a smart, easy way to navigate page to page. Whether you’re looking for information about a health topic, a grant or training opportunity, or the latest research on sleep disorders or heart, lung, and blood diseases, you’ll be able to find it fast—and, best of all, from whatever device you’re using.

Take a sneak peek at what’s coming.

8.2.6 Be Careful to Pick the Right Funding Opportunity Announcement (FOA)

Recent policy changes requiring clinical trial applications be submitted to funding opportunity announcements (FOAs) that specifically allow clinical trials, impact how all NIH applicants choose a FOA, whether you are submitting a clinical trial or not.
Over the last year, each NIH institute and center has been carefully evaluating its research funding priorities and strategic goals and using that information to articulate their funding priorities for clinical trials. They are communicating their priorities through the funding opportunity announcements they issue.

The requirement to respond to clinical trial specific FOAs begins for applications submitted for due dates on or after January 25, 2018. NIH is reissuing any FOA that will accept clinical trial applications after that date. Many of these FOAs have already been issued, others will be published at least 60 days before the first due date for which they will accept applications. How can you tell which FOAs will allow clinical trials? Reissued clinical trial FOAs make clinical trial allowability clear in both the title and in section 2, and will include clinical trial review criteria.

8.3 **American Heart Association**

8.3.1 **Open Data and Public Access Policy Reminders for Awardees**

All recipients of awards that began on or after January 2015, must ensure any signed publication agreement is consistent with the AHA public access policy, which stipulates that awardees deposit all publications resulting from AHA funding into PubMed Central within 12 months of publication and reserve all author rights necessary to comply with this policy. AHA is about to introduce updated procedures through a tool developed for the Health Research Alliance (HRA) that will allow awardees to deposit papers directly into PubMed Central and ensure that the publications are linked to their AHA funding.

Data plans should be maintained and updated in Grants@Heart and data sharing in progress for awards that started in or after January 2015, that were not exempt from our open data policy. AHA policy requires applicants to share factual data that is needed for independent verification of research results, freely and publicly in an AHA-approved repository within 12 months of the end of the funding period (and any no-cost extension).

Additional information regarding the open data and public access policies is available.

8.3.2 **Application Instructions Updated with Each Program Release**

AHA application instructions have been revised to reflect the new portfolio offerings. AHA suggests using the up-to-date online instruction document, rather than downloading or printing.