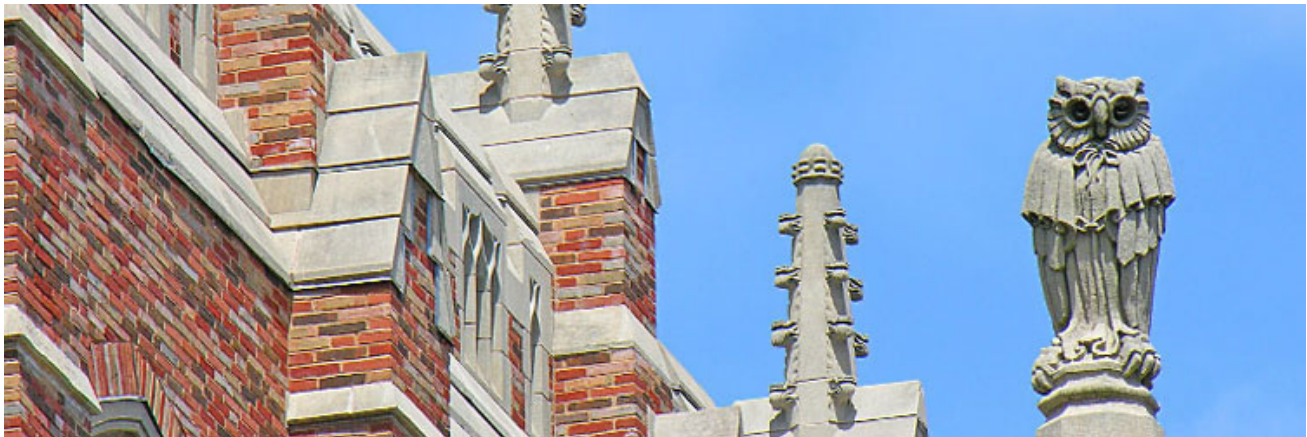


To view this email as a web page, go [here](#).

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. 4, Iss. 6 | December 14, 2023

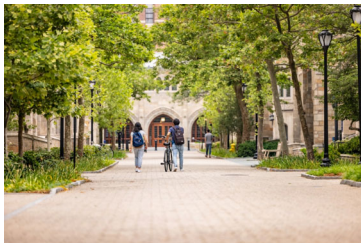
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1. Winter Recess Submission Schedule

The Office of Sponsored Projects will be **closed for the winter recess from December 22nd through January 1st**. All action items sent to the GCAT mailboxes or any individual during this time will be responded to when the **office reopens on Tuesday, January 2nd**.

Proposals, or any other actionable items with deadlines between December 22nd and January 1st must be received in OSP no later than 12pm on Wednesday, December 20th to ensure submission prior to recess or an extension must be obtained from the sponsor to submit the application or prior approval request on Tuesday, January 2nd. Please contact your OSP Manager with any questions about this process.



2. NIH Notice: NINDS will increase the salary allowance for K00

Specifically, the National Institute of Neurological Disorders and Stroke (NINDS) will increase the salary allowance for K00 awardees for NIH Blueprint and BRAIN Initiative Diversity Specialized Predoctoral to Postdoctoral Advancement in Neuroscience (D-SPAN) Award (F99/K00).

NIH has announced that the NIH Blueprint and BRAIN Initiative are changing the funding allowance for K00 awards to [RFA-NS-21-012](#), [RFA-NS-19-011](#), and [RFA-NS-18-007](#). This change will apply to all new and

continuing NIH Blueprint and BRAIN Initiative F99/K00 awards.

Currently, the NIH Blueprint and BRAIN Initiative provides up to \$58,000 salary during the K00 phase. Effective for new and continuing K00 awards made with FY2024 funds, the NIH Blueprint and BRAIN Initiative will contribute up to \$60,000 in the first year toward the salary of the career award recipient. This will be increased to \$63,300 for the second year, to \$66,600 for the third year, and to \$69,900 for a fourth year.

Further information and the entire notice can be read here:

[NOT-NS-24-016](#).



3. Checking Statuses in IRES

NCURA You can check the status of your grant/contract/clinical trial in IRES by looking in the following areas:

- Activity log - contains notes on the last action taken
- Agreements tab (non-federal only) - contains notes on current negotiation, the draft agreement/contract, partially-executed (PE) and fully-executed (FE) agreement/contract
- Award tab - will indicate if award has been logged to ISCU for set up. This is the last step before the agreement is sent to SPFA for account set up.

Detailed instruction on how to navigate IRES PT and find information is given in our course: [Proposal Tracking \(PT\) Overview](#).



4. Workday Learning: Yale's Future Learning Management System

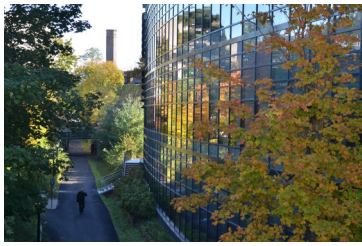
Yale is replacing the University's current Training Management System (TMS) with Workday Learning this January. Find out more during an upcoming Learner Awareness session to discover what's changed, what's coming, and how learning will become part of our work at Yale. Topics will include:

- **Reimagined Learn & Grow site** - for all things Learning & Development
- **Launch of new learning management system**, Workday Learning (replacing TMS), on January 29, for learning and growth and compliance requirements
- **A revitalized learning catalog** that is robust, easily searchable, accessible, and designed to evolve and grow over time

[Reserve your spot for one of the upcoming 45-minute sessions.](#)

Additional Workday Learning resources include:

- Register for Workday Learning instructor-led training for [Learners](#) and/or [Managers](#) or [Instructors](#)
- Access self-paced training and resources via the [Workday Learning Training](#) page
- View the [Workday Learning FAQs](#)
- Send your questions to address during January's RA Forum to osp.trainings@yale.edu.



5. Health On Track: New University System Supports Health Requirements

Tracking health requirements just got easier!

Health on Track, the university's new self-service system for tracking health requirements, will launch on January 29th, 2024.

Health on Track will manage current school or job-related health requirements and allow Yale to provide a safe environment for everyone who lives and/or works on campus. These requirements may include vaccinations, tests, or examinations and vary depending on your role at Yale. They may be related to safety or labor laws, or university policies.

The new system will launch on January 29th for employees and students with job-related health requirements, and later in the spring for all students.

Centralized system for health requirements:

Health On Track is an updated system designed to be user-friendly for employees, managers, and others who need to track these requirements. It will centralize this information for easier access and reporting while helping to keep our campus and work environments safe.

- Training will be available in January including video demos and user guides.
- *Health On Track* will manage health requirements previously done through the Training Management System (TMS) and the Medicat vaccine portal. Training requirements will be managed separately in Workday Learning.
- *Health On Track* and Workday Learning implementations are aligned to ensure a smooth transition from TMS.

For questions about Health On Track features, please contact the Campus Health Systems team at Campus.Health.Systems@yale.edu.



6. RA Webinar: Cost Transfer Phase 2

The Cost Transfer Phase 2 project will simplify and clarify the Cost Transfer policy, update related Workday processes, reason codes, and questionnaire, and consolidate the review process to the SPFA compliance team, resulting in enhanced efficiencies and compliance, strengthening controls, decrease in audit findings, and minimizing potential funding losses.

We invite you to attend the Cost Transfer Phase 2 Information Session scheduled for **Tuesday, January 23rd, from 1-2 PM ET**. [Click here to register](#) in advance. This session offers an excellent opportunity to gain insights into the key changes within the Cost Transfer policy, procedures, forms and the Workday systems. Additionally, we will cover reason codes, usage scenarios, and conduct a system demo.

Should you have any questions or concerns, please reach out to Sharmell Williams at sharmell.williams@yale.edu. Your attendance and input/questions are greatly appreciated.

[Read More](#)



7. RA Webinar: Subawards Lesson

Thank you to all who attended our recent RA Webinar: Subawards Lesson on 12/7/23. View the webinar slides and zoom recording on our [training webpage](#) under the RA Lessons section.



8. 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:

Accounting Supervisor (84751BR)

Sponsored Projects Financial Administration

Reporting to the Manager of Financial Reporting in the Office of Sponsored Projects Financial Administration, the Accounting Supervisor is responsible for supervising a team of individuals within the financial and reporting services group for all sponsored projects at the University. Manage all aspects of work activities to ensure the highest quality of customer service, financial reporting, award set up, award closeouts and compliance with accounting principles, sponsor requirements, state and federal guidelines as well as University policies and procedures.

Operations Manager (85370BR)

Research Support Units

Reporting to the Lead Administrator, the Operations Manager will provide a high level of administrative services, financial reporting and analysis, and business operations support as a member of the business operations team supporting of a diverse portfolio of operating units falling under the leadership of the Vice Provost for Research, including the Office of Research Administration, Faculty Research Management Services, Yale Center for Research Computing, as well as, central campus Science Centers, Institutes and Cores.

Assistant Director, Research Security (84991BR)

Office of Research Integrity

This position's primary focus will be working with Yale faculty, staff, and students to support and safeguard research and scholarship. The primary role of this position will oversee several important compliance issues to support researchers and Yale's efforts to promote international research collaborations consistent with applicable laws, regulations, policies, and guidance pertaining to research security; remaining abreast of national trends in research security compliance; maintaining awareness of relevant privacy, data security, and data sharing laws of countries where Yale collaborative research is occurring; providing advice on national trends and enforcement activities affecting the research enterprise, including those involving foreign activities; and collaborating on the preparation of communications for affected members of Yale's research community. This position will also be asked to provide advice

and assistance on advance approval and disclosure requirements related to faculty member's external institutional or funder relationships and reviewing instances of incomplete disclosure or reporting of external activity. The Assistant Director will assist in developing and implementing a tracking system.

Contract Manager (84675BR) Remote options available
Office of Sponsored Projects

Reporting to the Office of Sponsored Projects' (OSP) Lead Contract Manager, Clinical Trials Management, the Contract Manager (CM) provides support to the Yale School of Medicine (YSM) faculty and administrators regarding the successful negotiation of corporate clinical trial agreements (CTAs) and other related agreements. The CM is responsible for the negotiation/acceptance of awards on behalf of Yale University that support the activities of YSM. It is the responsibility of the CM to ensure that the terms and conditions of YSM awards comport with University policies and provides administrative support as appropriate, during the life of the award. The CM will provide YSM faculty and administrators guidance regarding interpretation of award terms and conditions, keep abreast of changes in University policy, federal regulations, sponsor requirements, and be a valuable and reliable resource to OSP and the community overall.

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.

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

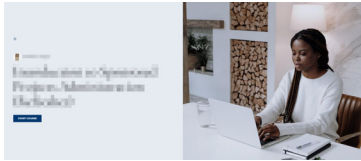
Letter of Credit drawdowns for federal agencies, accounts receivable for Sponsored awards, and assist with finance projects related to grants.

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.



9. Sponsored Projects Training

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

*Courses with an asterisk have had recent content edits.

On-Demand [eLearning](#)

- Allocating Allowable Costs
- Applying Cost Allocation Methodology (*previously: Cost Allocation Methodology*)
- 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!)
- Managing Subaward Invoices (*previously: Subaward Management Overview*)
- Principal Investigator Eligibility: Who Can Be a PI?
- IRES Proposal Development (PD) for Clinical Trials
- IRES Proposal Development (PD) for NIH RPPRs
- IRES Proposal Development (PD) Training
- IRES Proposal Tracking (PT) Overview
- NIH K Award Fundamentals
- Other Support and Third-Party Agreements Library
- Principles of Effort
- Subrecipient Basics and Monitoring
- What Research Staff Need to Know About Spending Sponsored Projects Funds

NCURA Webinars

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



Office of Sponsored Projects and [Contact Email](#).

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