

OSP News & Updates

Office of Sponsored Projects

1/23/2020

2020 Volume 1, Issue 2

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. [Subscribe to OSP News & Updates](#)

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1 AHRQ SALARY CAP INCREASES

On January 13, 2020, the Agency for Healthcare Research and Quality (AHRQ) issued [Notice Number: NOT-HS-20-006](#) announcing that the Executive Level II salary cap previously set at \$192,300 increased to **\$197,300 (Executive Level II salary level) effective January 5, 2020**. This Notice is specific to AHRQ. NIH has not yet issued their notice. Once we receive the new salary cap notice from the NIH, will update IRES. Please contact your Proposal Manager with any questions.

2 OSP TRAINING

2.1 BROWN BAG MEETING

Join us for the February 13th Brown Bag session. [Visit the TMS Brown Bag webpage](#) to register for in-person or remote attendance. This month's agenda items are still in the planning phase and will be listed in TMS once confirmed.

2.2 UPCOMING OSP CLASSES

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

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February 3 [Research Compliance for Administrators](#): focuses on the principles of research compliance that research administrators need to know when managing sponsored awards including:

- An overview of regulatory compliance
- Conflict of Interest (COI) disclosure requirements at Yale
- Human Research Protection Program (HRPP) and IRB reviews
- Regulations, guidance and policies regarding Animal research
- Yale's department of Environmental Health and Safety (EHS) and how they monitor safety concerns on campus
- Policies and regulations regarding Export Controls

February 5 [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

February 11 [Introduction to Sponsored Projects Administration](#): This course is designed to be an overview of the sponsored projects process from pre-award to post award and closeout and relevant for those who manage some part of the award process. Attendees include those new to research administration or those who would like a refresher or an overview of the entire life-cycle of an award.

Topics covered include:

- Award basics and terminology
- Preparation, submission, negotiation and acceptance
- Award setup and managing an award
- Reporting obligations, award closeout and audits

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February 18 [Subrecipient Basics and Monitoring](#): This course is designed to review the process of managing a subaward including:

- Understand the roles and responsibilities of individuals involved in the subaward process
- Be able to differentiate between a subrecipient and a vendor relationship
- Gain a greater awareness and understanding of Yale's policies and procedures regarding subrecipients
- Understand the requirements and expectations for subrecipient monitoring and the processing of invoices

ⁱ 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. Use the following link to [unsubscribe to OSP News & Updates](#). For archived issues, visit [OSP News & Updates archives](#).