

OSP News & Updates

Office of Sponsored Projects

8/19/2021

2021 Volume 3, Issue 4

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](#)ⁱ

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1 SUBAWARD ERROR MESSAGE GUIDE

A [SubAward Error Message Guide](#) has been posted to the AP Toolkit to guide Cost Center P2P Invoice Specialists and Accounts Payable (AP) on errors received when processing invoices in Workday.

This guide provides detailed information on the meaning of and how to correct errors that occur if the invoice field has inaccurate information, or the information is not correctly aligned to the fund or supplier contract. Additionally, Workday's pop-up error messaging was revised to align with the error message guide.

2 REMINDER: IRES UPGRADE BEGINS TODAY @ 5PM

As a reminder, beginning at 5pm today, August 19th through Friday, August 20th, IRES-PD, PT and COI will be down for an application upgrade. The system will be **available again for use at 7am on Monday, August 23rd**.

If you have any questions or concerns, please contact IRES@yale.edu.

3 NCURA WEBINAR: PARTICIPANT SUPPORT COSTS: AN OVERVIEW OF DOS AND DON'TS

The Office of Sponsored Projects invites you to take part in this training opportunity and view the following video: [Participant Support Costs: An Overview of Dos and Don'ts](#).

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Participant support costs require special treatment and clear communication throughout the award life cycle. This webinar will help you understand what participant support costs are and why they are special. Discussions include: the rules and regulations governing participant support costs; how to budget, set up, and manage participant support costs; and audit considerations.

If there have been instances where you've struggled to confidently validate the allowability of participant support cost or if you could simply use a refresher on the fundamentals, then this Participant Support Costs video is for you and will provide you with the knowledge and fundamental framework needed to manage participant support costs going forward.

Topics Covered

- Provide participants with an overview of what participant support costs are and why they are special
- Learn about regulations governing participant support costs
- Learn how to budget, set up, and manage participant support costs
- Learn how to prepare for an audit of sponsored projects with participant support costs

View the NCURA 90-minute webinar now: [Participant Support Costs: An Overview of Dos and Don'ts](#)
For future reference, webinar information can be found on the [OSP Research Administrator Training website](#).

* NCURA: National Council of University Research Administrators

4 ERA COMMONS LOGIN.GOV UPDATE

On August 9, the NIH sent the following guidance regarding eRA and two-factor authentication:

Dear eRA User,

We would like to remind you that eRA needs you to use two-factor authentication [also known as multi-factor authentication] to make your eRA account more secure. Read on to learn when you will be required to make the transition to two-factor authentication to access the eRA Commons, ASSIST and Internet Assisted Review.

NIH is providing more time to make this transition than previously announced. Instead of requiring all users to transition to Login.gov by September 15, 2021, eRA will begin a phased approach for enforcing the two-factor authentication requirement for the recipient community as described below. This phased

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approach will apply to everyone - all [scientific account](#) holders should take action now, while [administrative account](#) holders will be required to move to two-factor authentication in early 2022.

To read the bulletin in its entirety, please use the following link: [Action Required: Transition your eRA account to use two-factor authentication; details on adjusted approach and timing](#)

5 OSP TRAINING

Instructor-Led Training (ILT): Upcoming Classes

View the [OSP Grants and Contract TMS training website](#) for an overview of all OSP classes. Use the links below to view specific course descriptions or to register for a class (VPN required). Registrations close several days prior to class.

- August 31, Sept 1, 2: [IRES Proposal Development \(PD\)](#) (3 sessions)
- October 4: [Financial Reporting and Closeout](#)
- October 12: [Effort Reporting Principles](#)

Online self-paced learning

The following OSP training courses are available online. If you have any questions after completing the course, email osp.trainings@yale.edu.

- [Allocating Allowable Costs - Online](#)
- [Clinical Trials: Create a Clinical Trial Record in PD](#)
- [Cost Transfer Principles - Online](#) - this course is in the process of being updated to reflect recent University policy changes.
- [Direct Charging of F&A Type Costs on Sponsored Awards - Online](#)
- [Export Compliance \(CITI Program\) - Online](#)
- [IRES Proposal Tracking \(PT\) Overview - Online](#)
- [NIH K Award Fundamentals - Online](#) *New*
- [Subaward Management Overview](#) *New*
- [Subrecipient Basics and Monitoring - Online](#)
- [What Research Staff Need to Know About Spending Sponsored Projects Funds - Online](#)

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