

# OSP News & Updates

Office of Sponsored Projects

9/30/2021

2021 Volume 3, Issue 7

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](#)<sup>i</sup>

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## 1 RESEARCH ENTERPRISE DATA MART, NIH REQUIRED UPDATES TO THE OTHER SUPPORT REPORT

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### Summary

The Research Enterprise Data Mart team is developing an updated version of the Other Support Report designed to meet the National Institutes of Health requirements going into effect on January 25, 2022

- Development of the new format for the Other Support Report includes a solution for the new requirement to provide supporting documentation on foreign contracts and agreements

### Details

To meet the new National Institutes of Health (NIH) regulatory guidelines effective on January 25, 2022, the Research Enterprise (RE) Data Mart team is updating the NIH Other Support Report (in support of PHS 398/2590). In accordance with the NIH updated requirements for principal investigators, the new version of the Other Support Report will include content and format changes for project and proposal information and will be available as a Word template.

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In addition, the solution will address the new requirement to provide supporting documentation on foreign contracts and agreements. The RE Data Mart team is working closely with Department Administrators to ensure the Other Support Report meets the needs of the Research Enterprise community.

The Other Support Report will go live in November 2021. Please watch for future communications on Other Support Report training opportunities from the Office of Research Enterprise Operations (OREO) team.

## 2 PROCEDURE 1307 PR.02 AS OF SEPTEMBER 17, 2021

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The following procedure document is now published and effective. Please discuss the following procedure was published and effective. Please discuss the document with the appropriate people in your department and send any questions to [controllers.office@yale.edu](mailto:controllers.office@yale.edu).

- [Procedure 1307 PR.02 Managing Subrecipient Activity Associated with Sponsored Programs – Revised](#)

In response to Internal Audit review recommendations, Procedure 1307 PR.02 Managing Subrecipient Activity Associated with Sponsored Programs [has been updated](#) to clarify the proper management of processing subrecipient invoices and prepayments to subrecipients. It is important to note that Procedure 1307 PR.02 has not changed substantively; rather, details have been added to provide additional clarification and increase compliance with University and federal policies.

## 3 NIH OCTOBER 5<sup>TH</sup> R01 PROPOSAL DEADLINE ACTIVITIES AND REMINDERS

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In preparation for the NIH R01 deadline on Tuesday, October 5<sup>th</sup>, please note the following:

### **Monday, October 4<sup>th</sup> Proposal Review and Submission Activities**

The Proposal Team will:

- review proposals in the order received.

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- approve and submit (if no changes are required) or return the proposal for corrections, all proposals received by OSP before 2:00 p.m. on October 4<sup>th</sup>, 2021. Proposals received after 2:00 p.m. may not be reviewed until Tuesday, October 5<sup>th</sup>, 2021.

## Tuesday, October 5<sup>th</sup> Proposal Review and Submission Activities

- Proposals will continue to be reviewed in the order received. Please ensure that proposals are submitted to OSP as early as possible to allow sufficient time to resolve issues (including system issues) and make corrections. Proposals *will not be reviewed out of order for any reason*.
- If a last-minute submission is expected, let your OSP Proposal Manager know as soon as possible.

## Satisfying Compliance Requirements and Other Reminders

- If there is effort/salary for personnel from departments outside of the responsible cost center, that Department Business Office must be included in the PD route to review and approve the effort in the proposal.
- All PIs/PDs (PI, Multiple PIs,) of an application must complete Sponsored Projects Administration Training for Faculty. The training and quiz can be accessed by clicking on the following link: [https://bmsweb.med.yale.edu/tms/tms\\_enrollments.offerings?p\\_crs\\_id=1073&p\\_std\\_id=#](https://bmsweb.med.yale.edu/tms/tms_enrollments.offerings?p_crs_id=1073&p_std_id=#)
- The PI and other Yale proposal personnel must complete, prior to submitting the proposal to the sponsor, the following:
  - [Patent Policy Acknowledgement and Agreement](#) (all Yale individuals listed in the proposal)
  - Current [External Interests Disclosure form](#) (only individuals identified in the proposal as being responsible for the conduct, design, or reporting of the research)
  - Current [VA MOU](#), if applicable
- The following resources may be of assistance in the preparation of a proposal:
  - Yale Frequently Needed Facts <https://your.yale.edu/research-support/office-sponsored-projects/resources/frequently-needed-yale-facts>
  - NIH Page Limits [http://www.grants.nih.gov/grants/forms\\_page\\_limits.htm](http://www.grants.nih.gov/grants/forms_page_limits.htm)

On behalf of the OSP Proposal Team, we appreciate your cooperation and collaboration in facilitating the timely and accurate submission of proposals.

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## 4 REVISION OF NSF AWARD TERMS AND CONDITIONS

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The following sets of NSF [Award Terms and Conditions](#) have been revised:

- NSF Agency Specific Requirements to the Research Terms and Conditions (ASR);
- Grant General Conditions (GC-1);
- Cooperative Agreement Financial & Administrative Terms and Conditions (CA-FATC);
- Cooperative Agreement Modifications and Supplemental Financial and Administrative Terms and Conditions (CA-FATC) for Major Multi-User Research Facility Projects and Federally Funded Research and Development Centers; and
- Administration of NSF Conference or Group Travel Award Grant Conditions (FL 26).

The revised terms and conditions will apply to all new NSF awards and funding amendments to existing NSF awards made on or after October 4, 2021.

The terms and conditions incorporate a new article on Domestic Preferences for Procurements. The CA-FATC also contains a new article on Made in America. All sets of award conditions are accompanied by a summary of changes made to that document.

## 5 NIH LOAN REPAYMENT PROGRAM APPLICATION

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The NIH Loan Repayment Program (LRP) has started another cycle. In this cycle, applicants can now apply through ASSIST, the Application Submission System & Interface for Submission Tracking system. The submission window opens on September 1, 2021, with the deadline of November 18, 2021. Adrienne Marable is the Institutional Business Official (IBO) for Yale University. The Commons ID is AMARABLE, and the email address is [osp@yale.edu](mailto:osp@yale.edu).

## 6 OSP BROWN BAG: WHAT'S ON YOUR MIND Q&A

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Is there an aspect of award management that you find confusing? Do you have questions about an award? Send us your questions and we'll have a SME (subject matter expert) weigh-in at an upcoming meeting.

Submit your questions to: [osp.trainings@yale.edu](mailto:osp.trainings@yale.edu).

## 7 OSP TRAINING

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### Instructor-Led Training (ILT): Upcoming Classes

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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.

- October 4: [Financial Reporting and Closeout](#)
- October 12: [Effort Reporting Principles](#)
- October 18: [Introduction to Sponsored Projects Administration \(SPA\)](#)
- November 16: [Clinical Trial Budgeting](#)
- November 16, 17, 18: [IRES Proposal Development \(PD\)](#)

## 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](mailto:osp.trainings@yale.edu) and we will forward your question to the appropriate subject matter expert.

- [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*
- [Subrecipient Basics and Monitoring - Online](#)
- [What Research Staff Need to Know About Spending Sponsored Projects Funds - Online](#)

## NCURA Webinar Videos

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

- **Audits: What's Hot**  
This webinar provides an in-depth look at audit issues is provided through a combination of audit trends, a review of Federal audit reports, and a discussion of day-to-day best practices.
- **In-N-Out: Here's What PI Transfers are all About**  
This webinar takes an in-depth look at the PI transfer process and provides you with questions to ask and the things to look out for in order to be prepared to handle a PI that is either coming in or leaving from their institution.

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- **Participant Support Costs: An Overview of Dos and Don'ts**

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.

## 8 NCURA – THE RESEARCH MANAGEMENT REVIEW, VOL 25, NUM 1

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The Research Management Review (RMR) is NCURA's scholarly journal. The RMR is concerned with the broad range of issues affecting the administration of research and the changing research environment. The journal provides a forum for the dissemination of knowledge about the study and practice of the research administration profession. [View Volume 25, Number 1](#)

## 9 JUSTICE GRANTS SYSTEM (JUSTGRANTS) PLANNED OUTAGE

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### An Announcement from the Department of Justice

**During a planned year-end reconciliation of the Department's Financial Management System, JustGrants will be unavailable from 11:30 p.m. ET on Thursday, September 30, 2021, until 5:30 a.m. ET on Friday, October 8, 2021.**

During this time, users will not be able to access JustGrants.

DOJ's financial management and JustGrants systems are closely integrated. Therefore, JustGrants must be offline when the financial management system is unavailable. If you attempt to access the system during this outage, you will receive an alert message indicating that **JustGrants will be back online at 5:30 a.m. ET on Friday, October 8, 2021.**

To prepare for the system outage, we advise you to complete any time-sensitive actions in JustGrants as soon as possible before September 30 at 11:30 p.m. ET. As a reminder, JustGrants is routinely unavailable from 1:00 a.m. to 5:00 a.m. ET on weekdays and between 8:30 p.m. ET on Saturday and 9:30 a.m. ET on Sunday to allow for the transfer of data between the DOJ financial management system, the System for Award Management (SAM) and ASAP systems.

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<sup>1</sup> 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](mailto:osp.communications@yale.edu) or [tracy.coston@yale.edu](mailto:tracy.coston@yale.edu). Use the following link to [unsubscribe to OSP News & Updates](#). For archived issues, visit [OSP News & Updates archives](#).