

OSP News & Updates

Office of Sponsored Projects

12/10/2020

2020 Volume 4, Issue 6

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

Table of Contents

1. [Winter Recess Submission Schedule](#)
2. [Effort Certification Calendar 2021](#)
3. [Reminder of Obligations Associated with External Funding](#)
4. [Upcoming eRA Commons Changes](#)
5. [Brown Bag Meeting](#)
6. [OSP Training](#)

1 WINTER RECESS SUBMISSION SCHEDULE

The Office of Sponsored Projects will be closed for the winter recess (December 23, 2020 through January 3, 2021). All action items sent to the GCAT mailboxes or any individual during this time will be responded to when the office reopens on Monday, January 4, 2021.

Proposals, or any other actionable items with deadlines between December 23rd and January 3rd must be received in OSP no later than 12pm on **Monday, December 21st** to ensure submission prior to recess or an extension must be obtained from the sponsor to submit the application or prior approval request on Monday, January 4th. Please contact your [OSP Manager](#) with any questions about this process.

2 EFFORT CERTIFICATION CALENDAR 2021

The 2021 Effort Certification Calendar is now available on the [OSP Effort Reporting website](#). The effort certification calendar identifies the effort periods initiated in calendar year 2021. The Workday effort certification type, reporting periods, availability dates, certification due dates and notification reminder dates are all included.

Effort Certification resources:

- Effort Certification training guides are available on the [Workday@Yale Sponsored Awards training website](#)
 - [Effort Certification for Reviewers](#)
 - [Effort Certification for Certifiers](#)

OSP News & Updates

Office of Sponsored Projects

12/10/2020

2020 Volume 4, Issue 6

- [University Policies, Procedures, Forms, and Guides](#)
 - [Policy 1315 Effort Reporting: Certifying Effort on Sponsored Projects](#)
 - [Procedure 1315 PR.04 Effort Reporting](#)
 - [Form 1315 FR.01 Effort Report \(and form instructions\)](#)

The next effort period release, Fall 2020 and Graduate Fall 2020, is scheduled for Tuesday, January 26, 2021.

Please contact effort.reports@yale.edu with any questions.

3 REMINDER OF OBLIGATIONS ASSOCIATED WITH EXTERNAL FUNDING

Below is a copy of an email from Pamela S. Caudill, *Senior Associate Provost for Research Administration* that was sent to Yale Faculty on November 30, 2020.

Yale

Office of Research Administration

Dear Faculty:

I would like to take this opportunity to remind researchers of some important responsibilities related to being trusted with funding from external sponsors, highlight new policies and guidance from our federal sponsors, and describe some additional resources available. This communication includes updates on:

- International Research Collaborations and Disclosure Requirements
- Progress Reports
- Publications
- Equipment
- Prohibited Vendors for Technology

OSP News & Updates

Office of Sponsored Projects

12/10/2020

2020 Volume 4, Issue 6

If you have any questions, please contact Lisa Mosley, Executive Director, Office of Sponsored Projects at lisa.mosley@yale.edu or 203-785-3680.

International Research Collaborations and Disclosure Requirements

The Office of Research Administration recently published a new website which provides information to the Yale community on [safeguarding international research collaboration](#). This website also includes FAQs relating to disclosure requirements of external activities to federal sponsors and new [guidance on external activities](#).

Two federal agencies have published additional guidance on required disclosures:

- The NIH has recently issued updated guidance on [Protecting U.S. Biomedical Intellectual Innovation](#).
- The NSF has issued [FAO's for Current and Pending Support](#).

These links are also included on the newly published website.

Progress Reports

For federal grants, ensure that the Federal Research Performance Progress Report (commonly referred to as, RPPR) includes:

- All individuals who worked on the sponsored project for one month or more, even if they were not paid directly from the grant
- All international travel for those working on the award
- All publications, journals/juried conference papers, conference presentations/papers resulting **directly** from the award

Content of progress reports describing the impact of COVID-19 related issues should align with information that has been previously relayed to the program officer.

NSF Updates to the Research Performance Progress Report (RPPR) - Effective 10/5/20

- New Question for Project Reports with Active Other Support Changes
 - *Has there been a change in the active other support of the PI/PD(s) since the last reporting period?*
- Additional New Questions from the Revised RPPR
 - What was the impact on teaching and educational experiences? (*Impact tab*);
 - What percentage of the award's budget was spent in a foreign country? (*Impact tab*); and

OSP News & Updates

Office of Sponsored Projects

12/10/2020

2020 Volume 4, Issue 6

- Has there been a change in primary performance site location from that originally proposed? (*Changes/Problems tab*).

Publications

Sponsors normally require acknowledgement of their support in all related publications. Often, the sponsor has specific requirements on how the acknowledgement must read. Please refer to the notice of award or the sponsor guidelines at the time a publication is submitted to ensure compliance with any requirements.

Publication costs should be allocated across all active Yale awards that are cited in the publication.

It is very important that **only** those grants or contracts that directly contributed to the research reported in the publication be cited.

Equipment

Equipment should not be purchased in the last few months of an award without strong justification. Allocation of cost methodology for split-use must be documented and included at time of requisition/purchase.

Other Policies

The National Defense Authorization Act (FY19 NDAA) places limits on the use of certain telecommunications equipment or services produced or provided by Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, Dahua Technology Company, and any subsidiary or affiliate of these entities. Accordingly, the university generally prohibits use of IT Systems produced by, or incorporating any technology, equipment, or services from, one of these entities for university business unless approval is obtained from Yale's Director for Export Controls. This general prohibition extends to IT Systems not owned by Yale. If Users become aware of telecommunications equipment or services covered by this section being used or potentially used to conduct Yale business, please contact the Director for Export Controls.

The FY19 NDAA also included a related prohibition on the use of loan and grant funds. OMB's final guidance on 2 CFR Part 200 (Uniform Guidance) was published on August 13, 2020 and covers financial assistance (grants/cooperative agreements). Under this guidance, subrecipients are now prohibited from obligating or expending loan or grant funds to procure or obtain, equipment, services, or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as a critical technology as part of any system.

In essence, the purchase or use of prohibited equipment or services provided by Huawei

OSP News & Updates

Office of Sponsored Projects

12/10/2020

2020 Volume 4, Issue 6

Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, Dahua Technology Company, and any subsidiary or affiliate of these entities, is generally not allowable, regardless of the source of funds used to purchase them.

Thank you,
Pam Caudill

Yale

Office of Research Administration

Copyright ©2020 Yale University • All rights reserved

4 UPCOMING ERA COMMONS CHANGES

eRA Commons will be undergoing some design changes, which will be launched in January, per [NIH Notice NOT-OD-21-028](#), *Rollout of Redesigned eRA Commons Home and Landing Screens in January 2021*.

New Home Screen (log-in screen)

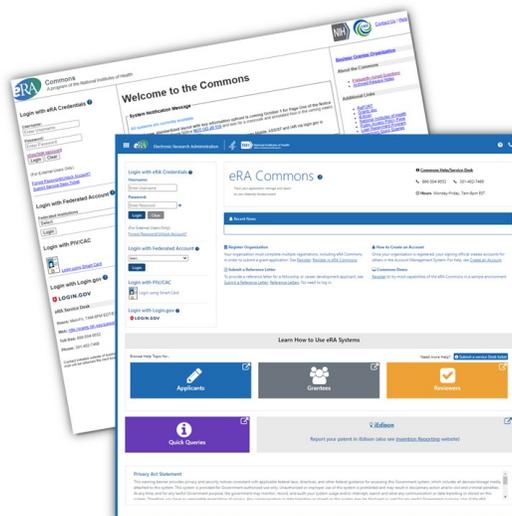


Figure 1: Screenshots of existing and future eRA Commons log-in screens

OSP News & Updates

Office of Sponsored Projects

12/10/2020

2020 Volume 4, Issue 6

Key features

- Key information will be front and center – eRA Service Desk contact info, links to register an organization, how to create an account, how to submit a reference letter and to learn more about how to use eRA systems.
- Easy access to ‘quick queries’; the queries help users figure out if their organization is already registered in Commons, which grants are pending closeout and more.
- System updates will be provided in the Recent News section.

New Landing Screen (after log-in)

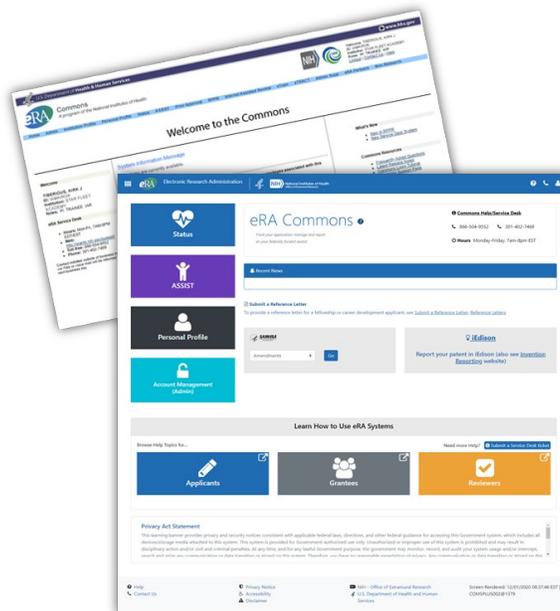


Figure 2: Screenshots of existing and future eRA Commons screens after log-in

Key Features (after log-in)

- A significant improvement will be that once logged in, easy access to other eRA modules within eRA Commons will be through a 9-square apps menu at the top left of the screen . Clicking the icon will present a dropdown menu to navigate to other eRA modules (see Figure 3).

OSP News & Updates

Office of Sponsored Projects

12/10/2020

2020 Volume 4, Issue 6

- Gone are the days of cluttered navigation bars. After login, prominent buttons for the frequently used modules, Status, ASSIST, Personal Profile, and Account Management, will get you to where you want to go quickly.
- Large buttons under “Learn How to Use eRA Systems” provide access to eRA informational webpages for applicants, grantees, and reviewers.

Apps Icon with eRA Modules Menu

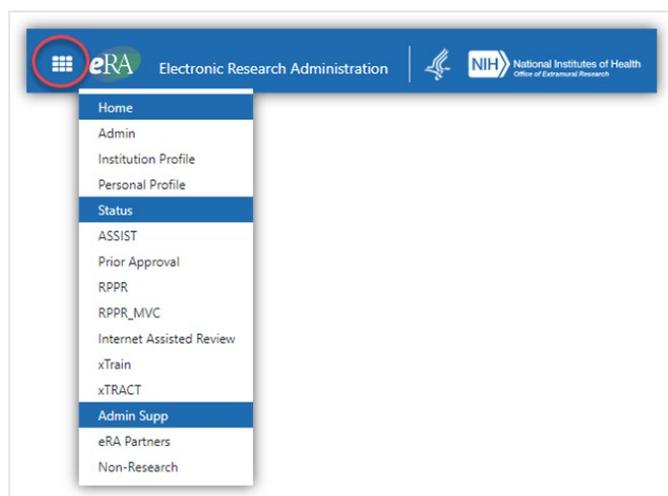


Figure 3: 9-square apps icon with the eRA Commons modules menu displayed

SAMHSA ONLY Note: SAMHSA users, once logged in, will go to the SAMHSA box on the landing page (next to the iEdison box), choose from the drop-down menu listing Amendments, Continuations and Supplements, and then click the Go button.

Resources:

- Guide Notice [NOT-OD-21-028](#)
- Demonstration Video: [New eRA Commons Login and Landing Screens](#)
- [Take a Sneak Peek: Redesigned eRA Commons Home Screen Coming in 2021](#) webpage

Additional communications and resources will be made available.

OSP News & Updates

Office of Sponsored Projects

12/10/2020

2020 Volume 4, Issue 6

5 BROWN BAG MEETING

During the What's on Your Mind Q&A portion of the January Brown Bag, we will be answering your questions about managing an award. Please submit questions to: osp.trainings@yale.edu by 12:00pm, Thursday, January 14, 2021. If the question is specific to your department then we will forward it to one of our OSP SMEs (subject matter experts).

6 OSP TRAINING

The recent Financial Reporting and Closeout class was a small group with the majority agreeing that attending class improved their knowledge of the topic and they would recommend this class to a colleague. Survey comments included, "testing our knowledge throughout the class was extremely helpful," "great that we all had our cameras on for full participation experience and to get to know our colleagues," "processes were described well and scenario examples provided a better understanding."

6.1 INSTRUCTOR-LED TRAINING (ILT): UPCOMING CLASSES

Registrations are open for the following Zoom classes (*VPN required*):

- December 8: [Financial Reporting and Closeout](#)
- January 11, 12, 13, 14: [Introduction to Sponsored Projects Administration](#)
- January 26, 27, 28: [IRES Proposal Development \(PD\)](#)

6.2 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](#)
- [Cost Transfer Principles - Online](#) - this course is in the process of being updated to reflect recent University policy changes. We will let you know when this course is back online.
- [Direct Charging of F&A Type Costs on Sponsored Awards - Online](#)
- [IRES Proposal Tracking \(PT\) Overview - Online](#)
- [Subrecipient Basics and Monitoring - Online](#)
- [What Research Staff Need to Know About Spending Sponsored Projects Funds - Online](#)

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](#).