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. To subscribe, visit https://subscribe.yale.edu/browse?search=OSP.

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1 OSP TRAINING OPPORTUNITIES

1.1 OCTOBER BROWN BAG

We had a record turnout for the October Brown Bag meeting with 136 remote participants and 49 in-person attendees! For those of you who were not able to attend, a video of the October session along with the PowerPoint presentation can be viewed on the OSP Brown Bag website.

1.2 BROWN BAG SURVEY FEEDBACK

Thank you to those who completed the survey! Your comments play an integral part when planning future meetings.
There was a lot of interest in the sIRB presentation. HRPP is in the process of putting together a more comprehensive sIRB training session. The training will focus on: selection of the IRB to serve as the single IRB of Record, budgeting for the sIRB review fees, drafting sIRB plans, and working with external IRBs. There will be more time to review processes and answer your questions. Stay tuned for more information in the coming weeks.

There were many comments and questions submitted, especially about the Contracts presentation. We are in the process of compiling your submissions and will address your suggestions and questions in future Brown Bag sessions and OSP News & Updates.

1.3 Remote Participation (Zoom)

Thanks to ITS Media Services and adjustments they made to the Zoom equipment, there were no audio issues for our remote audience. Everyone could hear the speakers and the sound did not continuously cutout throughout the session. But each time we conquer one issue another pops up!

Please be assured that we run practice Zoom sessions days before each meeting, and we setup the meeting session an hour before start time to give ourselves plenty of time to troubleshoot problems.

Everything was configured and ready to go for last week’s session and then 5 minutes before the meeting we lost the PowerPoint and the video feed – and we are still not sure why. As you know, we were finally able to get the PowerPoint back, but not the video (the ability to see the person speaking at the podium).

As always, we have had Zoom debrief sessions on what caused the problems, how to fix the problems, what other problems could occur... We appreciate your patience as we continue to deal with the challenges of Zoom!

1.4 Upcoming November Brown Bag

The next Brown Bag meeting will be held on Tuesday, November 13th at Brady Auditorium (310 Cedar Street). Register for in-person or remote participation (Zoom) in TMS. Agenda items are still being determined and will be posted on the TMS registration page as soon as they are confirmed.

1.5 Upcoming Classes

Time for a refresher? Register to attend one of the upcoming OSP training classes.
Research Compliance Principles: This half-day course is designed to walk attendees through the principles of research compliance concentrating on what business administrators need to know when managing sponsored awards. Topics covered include:

- 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

Allocating Allowable Costs: This instructor-led course is for individuals who prefer interactive classroom learning; for those who took the online course but would like to discuss questions related to the course; or for those looking to review updated information and refresh their knowledge. This module provides individuals with an understanding of Yale’s policies and procedures concerning the allowability and allocation of costs associated with sponsored awards. The purpose of this course is to increase participants’ understanding of:

- Yale’s policies and procedures concerning the allowability and allocation of costs associated with sponsored awards
- The difference between allowable and unallowable costs
- What constitutes an acceptable allocation methodology

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
2 RUTH L. KIRCHSTEIN INSTITUTIONAL NATIONAL RESEARCH SERVICE AWARD

This is a reminder that when completing non-SNAP progress reports under Ruth L. Kirschstein Institutional National Research Service Awards (NRSA) to request Yale’s full tuition amount. NIH’s policy funds sixty percent (60%) of the tuition level requested by the application institution, up to $16,000 per year for single degree trainees and $21,000 for dual degree trainees. **Do not request the tuition cap amount of $16,000 or $21,000.** In a recent occurrence we requested the tuition cap amount of $16,000 for a single degree trainee slot and NIH only awarded 60% of the requested tuition cap amount.

3 UPDATE REGARDING GCAT MAILBOXES

We are pleased to let you know that the GCAT mailboxes are no longer backlogged! Team Assistants currently are logging work received October 17th. Please contact Tracy Coston at tracy.coston@yale.edu or 203-785-6033 with questions or concerns.

4 ASU (IRES) PORTFOLIO REDISTRIBUTION

Effective October 15th, we have transitioned setup of new Clinical Trial Agreements in Workday from the Financial Reporting group to the (IRES) Award Setup Unit (ASU). With this change we have realigned portfolios. A copy of the updated ASU portfolio matrix is available on the [Contact Us page of the OSP website](#) (bottom right of page).

5 NIH ERA COMMONS SYSTEM INFORMATION ALERT

Note that NIH is displaying the following system alert in eRA Commons:

*Between the dates 9/30/2018 through 10/19/2018 NIH Financial systems will be closed to process end of year transactions. Please do not submit an extension request during this period.*

In accordance with this alert, any NIH no-cost extension requests received by OSP during this period will be submitted to the NIH after October 19, 2018.
6 NIH SNAP RPPR SUBMISSIONS

As a reminder, OSP will allow Principal Investigators (PI) to submit their Streamlined Non-competing Award Process (SNAP) Research Performance Progress Reports (RPPRs) directly to the NIH through eRA Commons.

In order for OSP to grant this authority, please forward an email from your PI to Tracy Coston (tracy.coston@yale.edu) which confirms that the PI has read and acknowledged the following certification:

“In submitting this RPPR, the SO (or PD/PI with delegated authority), certifies to the best of his/her knowledge that the grantee organization is in compliance with the terms and conditions specified in the Notice of Award and Grants Policy Statement, and verifies the accuracy and validity of all administrative, fiscal, and scientific information in the progress report. The SO (or PD/PI with delegated authority) further certifies that the grantee organization will be accountable for the appropriate use of any funds awarded and for the performance of the grant-supported project or activities resulting from the progress report. Deliberate withholding, falsification, or misrepresentation of information could result in administrative actions such as withdrawal of a progress report, suspension and/or termination of an award, debarment of individuals, as well as possible criminal penalties. The grantee institution may be liable for the reimbursement of funds associated with any inappropriate or fraudulent conduct of the project activity.”

7 REVISION TO THE NSF AWARD TERMS AND CONDITIONS

The following sets of NSF Award Terms and Conditions have been revised.

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

Important changes include:

- Revision of the Micro-purchase and Simplified Acquisition Thresholds (Procurement Standards) article to align with Section 806 of the National Defense Authorization Act (NDAA) for 2018, as implemented by Office of Management and Budget (OMB) Memorandum M-18-18, dated June 20, 2018; and
• Implementation of the “Notification Requirements Regarding Sexual Harassment, Other Forms of Harassment, or Sexual Assault” award term and condition.

Each set of terms and conditions is accompanied by a summary of changes made to that document.

The revised Terms and Conditions will apply to all new NSF awards and funding amendments to existing NSF awards made on or after October 22, 2018.

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. To unsubscribe, visit https://subscribe.yale.edu/browse?search=OSP. For archived issues, visit OSP News & Updates archives.