OSP News & Updates

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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   REMINDER – GCAT MAILBOXES

As a reminder, the Office of Sponsored Projects is fully operational remotely and normal business processes should still be followed. Please remember to send all actionable items to OSP by way of your assigned GCAT. This will ensure continuity of work, should there be unexpected absences.

2   OSP CONTACTS WEBSITE

The [OSP Contacts webpage](#) has been redesigned to provide departments with current information regarding their OSP Contacts. The previous A-Z Directory listing has been replaced with a new Excel spreadsheet making it easier for changes to be quickly updated and available for departments.

Find Your OSP Contact

Departments will now be able to click the following link: [View a matrix of all OSP portfolio contacts for departments](#), and download a spreadsheet that lists the OSP contact for their department or Cost Center (CC). Users can easily filter the list by department or CC and see their assigned OSP Proposal Manager, Award Manager, Subaward Manager, Award Setup Coordinator (ASU), Accountant, and GCAT mailbox. Separate spreadsheets have been created for finding your contact for Grants, Contracts, NGOs and Clinical Trials.

Be sure to download the most recent version of the spreadsheet to ensure you have up-to-date information. The first worksheet tab contains brief instructions for using the spreadsheet and a link to the most current version. If you have any questions about using the spreadsheet, please contact: osp.trainings@yale.edu.

Additional Contact Information

The new OSP Contacts webpage also includes a link to view the OSP organizational chart. The right panel remains unchanged with OSP's mailing address, physical address, phone numbers, and office hours.

3   NEW LANDING PAGE FOR RESEARCH ENTERPRISE REPORTING

The following communication was sent to IRES PD/PT users on April 1, 2020:

Research Enterprise Operations is pleased to introduce a new self-service report for department business administrators titled, "PBI-RE100-Proposal Submission w Total Award Funds by Cost Center".

This PowerBI report is designed to give department administrators a comprehensive list of proposal submissions with both, requested and awarded funds where applicable by proposal owning cost center. Department administrators with either the Workday Cost Center Financial Analyst role or an IRES PD/PT role will automatically have access.

This report is the first in a series planned for development that leverages data from the RE Data Mart within the University's Common Reporting Platform (CoRe).

As part of this release, **a new landing page** is available at: https://your.yale.edu/research-support/office-research-administration/research-enterprise-reporting

This new landing page gives department administrators a single point of entry to the existing distributed reports currently used by proposal development teams across the university as well as newly published business intelligence reports.
 Please use the new landing page beginning, April 1, 2020 for the following reports:
·   COI Case Status
·   COI Review Status
·   IACUC-Award to Animal Protocol Linkage
·   PBI-RE100: Proposal Submission w/Total Awarded Funds by Cost Center (NEW!)
·   IRES Data-to complete Form PHS2590- formally the current and pending report

For those new to PowerBI, a report navigation guide is available from the landing page. Note, VPN is required for off-campus access.

As always, contact IRES@yale.edu with questions or issues. Special thanks to the RE Focus Group for their invaluable contributions along the way.

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4 OSP STAFF UPDATES

4.1 FINANCIAL MANAGEMENT

On March 30th, **Wayne Hayes** joined the Financial Reporting group as Senior Accountant. Wayne is new to Yale and we are happy to have him as part of the team.

5 MESSAGES FROM THE NATIONAL SCIENCE FOUNDATION

The following messages were disseminated by Jean Feldman, Head, Policy Office, NSF:

5.1 NOW AVAILABLE: NSF-APPROVED BIOGRAPHICAL SKETCH AND CURRENT AND PENDING SUPPORT FORMATS

The NSF is pleased to announce the availability of both NSF-approved formats for the Biographical Sketch and Current and Pending Support sections of National Science Foundation (NSF) proposals that fall under the revised *Proposal & Award Policies & Procedures Guide* (PAPPG) (NSF 20-1) (see the February 6, 2020 webinar for complete details on all revisions to the PAPPG).

Although use of an NSF-approved format for submission of these proposal sections is not required until implementation of the revised PAPPG (NSF 20-1) on June 1, 2020, NSF is encouraging proposers to begin using the NSF-approved formats now. NSF values the feedback from the research community, and we would like to hear about your experience with the new NSF-approved formats. Information about how to provide feedback is included below.

Use of an NSF-approved format aims to reduce administrative burden and improve efficiencies by providing proposers with a compliant and reusable way to maintain this information for subsequent proposal submissions to NSF, while also ensuring that the information is submitted in a standard and searchable composition.

NSF-approved Formats

- **SciENcv**: NSF has partnered with the National Institutes of Health (NIH) to use SciENcv: Science Experts Network Curriculum Vitae as an NSF-approved format for use in preparation of both the Biographical Sketch and Current and Pending Support sections of an NSF proposal. SciENcv will produce an NSF-compliant PDF version of the documents which proposers can save and submit as part of their proposals via FastLane, Research.gov or Grants.gov. Additional information about the NSF-approved SciENcv formats is available on the NSF biographical sketch and current and pending support websites.

The SciENcv tool integrates with ORCID, enabling proposers to populate their Biographical Sketches by importing data directly from their ORCID records rather than having to manually enter all the required information. Additionally, Biographical Sketch data maintained in SciENcv can be quickly and easily updated on an ongoing basis for subsequent proposal submissions.

- **NSF Fillable PDF**: NSF is also providing a fillable PDF as an NSF-approved format for use to prepare both the Biographical Sketch and Current and Pending Support sections of an NSF proposal. Proposers can download the respective fillable PDF form from the NSF [biographical sketch](#) and [current and pending support](#) websites and then submit the completed forms as part of their proposals via FastLane, Research.gov or Grants.gov. Note that the NSF fillable PDF for the Biographical Sketch does not integrate with ORCID.

It is important to note that **beginning June 1, 2020**, proposers will be required to use one of the NSF-approved formats for both the Biographical Sketch and Current and Pending Support sections of NSF proposals. Proposals submitted via FastLane, Research.gov and Grants.gov will be compliance checked to ensure that the documents were prepared in accordance with this new policy.

We Want Your Feedback

Although not required for proposal submission until June 1, 2020, we hope that you will start using the NSF-approved formats for Biographical Sketch and Current and Pending Support as soon as possible. If you have any feedback that would help us make improvements to the two formats in the future, please let us know. Feedback may be submitted by email to policy@nsf.gov or via the [Research.gov Feedback](#) page (select "Biographical Sketch" or "Current & Pending Support" under the Site Area dropdown menu).

Upcoming Webinars

To assist the community about these new requirements and to start using SciENcv now, NSF and NIH are planning to conduct a joint webinar that will include a walk-through of how to prepare the Biographical Sketch and Current and Pending Support documents in SciENcv. Information will be provided as soon as it is available, and we encourage you to [sign up for notifications.](#)

We also invite you to participate in the next [NSF Electronic Research Administration (ERA) Forum](#) on **May 14, 2020 at 1:00PM – 2:30PM EDT** where we will discuss the NSF-approved format requirements, as well as the new capability to prepare and submit separately submitted collaborative proposals in Research.gov. To sign up for ERA Forum notifications including registration availability for the May 14 event, please send a blank email to NSF-ERA-FORUM-subscribe-request@listserv.nsf.gov and you will be automatically enrolled.

Training Resources

The following training resources are now available, and NSF will continue to keep the community informed as additional resources are released.

Biographical Sketch Resources

- [NSF-Approved Formats for the Biographical Sketch](#) website
- [SciENcv Guidance on Creating an NSF Biographical Sketch](#), including step-by-step instructions and screenshots for each of the four required sections (This is a subsection of the guidance at [SciENcv Help.](#))
- [YouTube Video - SciENcv for NSF Users: Biographical Sketches](#) (This is a **new** video targeted to the NSF research community.)
- [NSF PAPPG (NSF 20-1) webinar](#) (recorded February 6, 2020)
- [YouTube Video - SciENcv Tutorial](#)
- [YouTube Video - Integrating with ORCID](#)
- [FAQs on using NSF Fillable PDF](#)

Current and Pending Support Resources

- [NSF-Approved Formats for Current and Pending Support](#) website
- [SciENcv Guidance on Creating an NSF Current and Pending Support document](#), including step-by-step instructions and screenshots for the two required sections (This is a subsection of the guidance at [SciENcv Help.](#))
- [NSF PAPPG (NSF 20-1) webinar](#) (recorded February 6, 2020)
- [FAQs](#) addressing policy questions related to the PAPPG (NSF 20-1) clarifications to the current and pending support coverage, as well as questions regarding use of an NSF-approved format for current and pending support
- [FAQs on using NSF Fillable PDF](#)

Questions? Policy-related questions should be directed to policy@nsf.gov. If you have technical or IT system-related questions, please contact the NSF Help Desk at 1-800-673-6188 (7:00 AM - 9:00 PM ET; Monday - Friday except federal holidays) or via fastlane@nsf.gov.

5.2 RESEARCH.GOV EXPANDED: SEPARATELY SUBMITTED COLLABORATIVE PROPOSALS FROM MULTIPLE ORGANIZATIONS NOW AVAILABLE

The NSF is excited to announce that effective March 30, 2020, the research community can prepare and submit separately submitted collaborative proposals from multiple organizations in Research.gov. Proposers can now prepare Full, Research proposals in Research.gov that are:

- Single submissions from one organization (available since April 2018)
- Single submission collaborative proposals with subawards (available since June 2019)
- Separately submitted collaborative proposals from multiple organizations

What's New for Separately Submitted Collaborative Proposals?

- **Proposal Preparation**: Proposers can select a separately submitted collaborative proposal as an option in the Proposal Creation Wizard and identify themselves as part of a lead or non-lead organization.
- **Linking:** The lead organization can initiate a request to link proposals with non-lead organizations. However, all proposals in the collaboration must be prepared and submitted in Research.gov and cannot be a mix of Research.gov and FastLane proposals.
- **New "Submission Pending" Status:** The Research.gov submission process for separately submitted collaborative proposals is different than the submission process in FastLane.
  - A new Research.gov "Submission Pending" status informs the organization that their proposal submission is pending in a queue until all linked lead and non-lead proposals in the collaboration attain "Submission Pending" status and can be submitted to NSF as a set.
  - Separately submitted collaborative proposals with a "Submission Pending" status can be edited, but the Authorized Organizational Representative (AOR) must resubmit the edited proposal to return it to a "Submission Pending" status.
  - A Proposal File Update (PFU) is not required to edit the proposal at the "Submission Pending" stage. However, a PFU could be utilized after the entire collaborative set is submitted to NSF and a proposal ID number for each separately submitted collaborative proposal is generated.
- **Submit Proposal Wizard:** The AOR Submission Wizard screen will display the lead and non-lead organization information.
- **Other Related Changes:**
  - **Postdoctoral Mentoring Plan:** A Postdoctoral Mentoring Plan is only required when funds for postdoctoral scholars are requested on the budget. A proposal compliance error will block proposal submission if there is a mentoring plan but no requested funds.
  - **Print Concatenate:** This functionality is available for lead and non-lead proposals.
  - **New Automated Compliance Error/Warning Messages and Business Rules for Separately Submitted Collaborative Proposals:** Compliance checks triggering an error will prohibit proposal submission to NSF, whereas checks triggering a warning will allow proposal submission to NSF.
  - **Delete In-progress Proposals:** Proposers can delete their in-progress separately submitted collaborative proposals.
  - **Redesigned Research.gov "About" Page with New and Updated FAQs:** Check out our redesigned [Research.gov About Proposal Preparation and Submission webpage](#) with links to new and updated Frequently Asked Questions (FAQs) organized by topic.

What's Ahead?

We are also happy to share that NSF is currently developing the following capabilities in Research.gov:

- Other Authorized User (OAU) role changes (see Research.gov [advisory](#) currently posted)
- Support for Single Copy Documents
- Submission of Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) Phase I and Phase II proposals

- Submission of Rapid Response Research (RAPID), Early-concept Grants for Exploratory Research (EAGER), and Research Advanced by Interdisciplinary Science and Engineering (RAISE) proposals

6 IMPORTANT COVID-19 UPDATE FROM ACF

On March 31, 2020, Ben Goldhaber issued the following update from the Administration for Children and Families regarding COVID-19.

The Administration for Children and Families (ACF) is deeply concerned for the health and safety of people involved in ACF programs and about the effects on the human service enterprise in the areas affected by the COVID-19 public health emergency. Due to the extraordinary impact of the public health emergency, I want to assure ACF's grantee and recipient community that ACF will be doing its part to help you continue your work.

To the extent permitted by law, and per 45 CFR §75.102(a), this Information Memorandum: IM-ACF-OA-2020-01 provides short-term relief for administrative, financial management, and audit requirements.

Please read IM-ACF-OA-2020-01 carefully to learn about the following flexibilities ACF can provide for human service activities related to or affected by COVID-19:

- Flexibility with System for Award Management (SAM) registration
- Flexibility with application deadlines
- No-cost extensions on expiring awards
- Abbreviated non-competitive continuation requests
- Allowability of salaries and other project activities
- Allowability of costs not normally chargeable to awards
- Prior approval requirement waivers
- Exemption of certain procurement requirements
- Extension of financial, performance, and other reporting
- Extension of currently approved indirect cost rates
- Extension of closeout
- Extension of single audit submission

These exceptions are time-limited and will be reassessed by the Office of Management and Budget (OMB) within 90 days of the M-20-17 memo, dated March 19, 2020. If OMB extends the flexibilities contained in their M-20-17 memo, HHS and ACF will also re-evaluate the extension of the exceptions.

These flexibilities are applicable to ACF applicants and grantees/recipients where the entity is conducting human service activities related to or affected by COVID-19. Affected entities are those that have been closed or that have business activities that are hindered due to COVID-19 precautionary measures and/or illnesses. ***If the recipient/grantee intends to use any of***

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the flexibilities identified in IM-ACF-OA-2020-01 (ACFs version of M-20-17) due to the public health emergency, the recipient/grantee must notify the ACF Program Office describing the impact the emergency is having on their program and any ACF-related work. Documentation may be requested; however, ACF is still in the process of determining the documentation details as it may be program-specific oriented.

While these requirements detail general flexibilities that ACF is offering during this public health emergency, please consult with your Grants Management Specialist and Project Officer about program-specific COVID-19 guidance and flexibilities as some citations listed do not apply directly. We are also in the process of developing FAQs that will be disseminated in the coming days that we hope you will find useful.

ACF is continuing to monitor the situation, to identify ways we can help, and to publish any additional information about the public health emergency at Stay Safe and Be Informed about COVID-19.

Please direct all inquiries to your assigned Grants Management Specialist and Project Officer.

7 OSP TRAINING

In accordance with University guidance, instructor-led classes have been cancelled through April 30, 2020. As we move forward through this evolving situation, we will be making decisions about future classes, and those registered for class will be notified of any changes via email.

Online training is available for many of the OSP courses on the OSP TMS website. Feel free to preview class presentations for all OSP training courses on the OSP Research Administrators training website.