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 Yale’s SAM Registration

The registration for Yale University / DUNS 043207562 / Cage Code 4B992 is now active in the U.S. Government’s System for Award Management (SAM). The new expiration date is May 21, 2019. This information is available under the frequently needed Yale facts section of the OSP website. For additional information regarding Yale’s SAM.gov registration, please contact Tracy Coston at 203-785-6033 or tracy.coston@yale.edu.

2 Change in Contract Proposal Process

Effective July 30, 2018, all contract proposal requests will flow through and be processed by the proposal team. This includes proposals for federal and corporate contracts, as well as all Foundation proposals that were previously under Brandon Romanchok’s portfolio.

What is a proposal?
A proposal is a request for financial support for sponsored research, instruction, services, etc. The resulting award document could result in a grant, contract or cooperative agreement. Industry-sponsored clinical trials are excluded from this process change.
What will change?
The only change to the proposal process will be with whom you work. Effective July 30, 2018, your proposal manager will be your primary contact for all proposals, to include contract proposals. If awarded as a contract, your contract manager will be assigned the award for negotiation and execution, per our current business process. All other aspects of proposal review and submission will remain the same.

- Once the proposal information is obtained and uploaded into IRES, your proposal manager will review the proposal in the normal course of business, and on a first in, first out basis, and contact you with any questions they may have.
- Please utilize the instrument type GRANT when creating PD records for proposal review.

What will remain the same?
The basic proposal process that you are already familiar with remains the same; the only change will be with the individual you work with in OSP for contract proposal requests. The process to review and negotiate contracts that do not contain a proposal component remains the same.

Please contact your proposal manager with any questions.

3 IRES PROPOSAL DEVELOPMENT (PD) FOR CLINICAL TRIALS

After a successful pilot period this spring, all CTAs (Clinical Trial Agreements) are now being submitted to OSP via IRES Proposal Development (PD). A new step-by-step user guide has recently been posted on the OSP website: PD for Clinical Trials User Guide. Creating a Clinical Trial record is a simple process, but it is recommended that you refer to the step-by-step user guide the first time you go through the process to ensure steps are performed correctly. For now, the Introduction to Sponsored Projects Administration course is not a prerequisite for requesting PD for Clinical Trials access, but this may change in the future.

To request access to PD for Clinical Trials:

1. The user’s department Lead Administrator needs to submit the IRES Departmental User Access Request form and include the Cost Centers for which the user will need access.
2. The user will receive an email with instructions to confirm:
They will only be using PD to create Clinical Trial records
- They have reviewed the training document: PD for Clinical Trials User Guide.

3. The user will be notified when their access is setup

Additional Information and Resources:

For questions regarding creating a PD clinical trial record, contact your OSP Clinical Trials Manager.

For technical issues with the IRES system, (error messages, login…), contact: ires@yale.edu

For questions regarding IRES PD training, contact: osp.training@yale.edu

Links to the PD for Clinical Trials user guide are on OSP’s website: OSP Research Administrator Training and OSP Resources

Remember: Chrome is the preferred browser for all IRES applications

4. Sponsor-related Updates

4.1 Changes to DoD R&D General Terms and Conditions to Implement OMB Memo 18-18

The Department of Defense (DoD) updated its T&Cs to implement the OMB Memo 18-18 (https://www.whitehouse.gov/wp-content/uploads/2018/06/M-18-18.pdf) which was issued to implement statutory changes to the Micro-Purchase and Simplified Acquisition Thresholds for Financial Assistance.


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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.