

OSP News & Updates

Office of Sponsored Projects

2/10/2022

2022 Volume 1, Issue 3

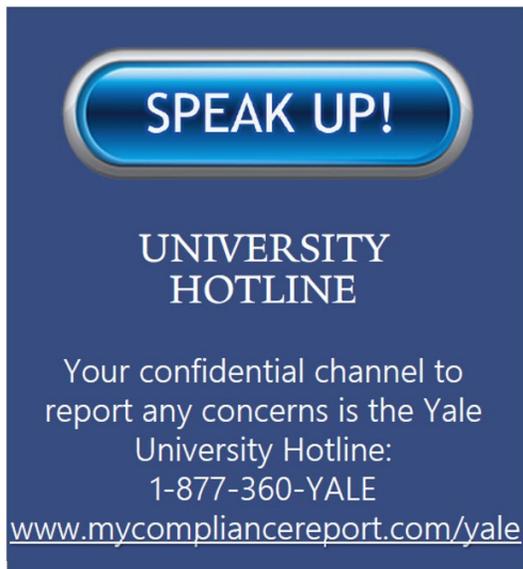
The [OSP News & Updates](#), published by the Office of Sponsored Projects, is a bi-weekly subscription-based newsletter that provides OSP and sponsor updates and reminders, quick facts, guidance and training in all aspects of sponsored projects administration. [Subscribe to OSP News & Updates](#)ⁱ

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1 UNIVERSITY HOTLINE – SPEAK UP

Utilize the confidential University Hotline to report any concerns.

A dark blue rectangular graphic with rounded corners. At the top is a blue button with a white border and the text 'SPEAK UP!' in white. Below the button, the text 'UNIVERSITY HOTLINE' is written in white, all caps. Underneath that, in a smaller white font, is the text 'Your confidential channel to report any concerns is the Yale University Hotline: 1-877-360-YALE'. At the bottom, the website address 'www.mycompliancereport.com/yale' is written in white.

SPEAK UP!

UNIVERSITY
HOTLINE

Your confidential channel to
report any concerns is the Yale
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2 30-DAY REQUIREMENT FOR FEDERAL SUBRECIPIENT INVOICES

Per Uniform Guidance ([200.305](#)), proper subrecipient invoices must be paid within 30 days.

The Workday report: *Invoice Aging in Progress – Yale* allows users to monitor aging invoices; select the parameter: Subaward Expense SC217-Research for Subrecipients. The Invoice Aging calculation has been revised to calculate from the Invoice Received date instead of the Workday Create Date.

Keep in mind that subrecipient invoices must contain the full and complete certification language outlined in Uniform Guidance [200.415](#).

3 ABS FORM UPDATES

The [Award Budget Setup \(ABS\) form](#) has been updated and is available for immediate use. This excel-based form has been re-designed to more accurately reflect the award set up process and capture information needed by OSP and SPFA to set up awards within IRES and Workday. There is a second tab found on the bottom of worksheet which gives detailed information on the form fields.

4 ERA INFORMATION: FORMS-G CHANGES TO BE REFLECTED IN HUMAN SUBJECTS CLINICAL TRIALS FORM ON FEBRUARY 10 – ACTION REQUIRED BY USERS

Following a release on Thursday, February 10, the Human Subjects System (HSS) will transition to using the FORMS-G version of the post-submission Human Subjects Clinical Trial (HSCT) form. HSCT forms will have new expiration dates and a new OMB number on the Inclusion Enrollment Report, as well as the following changes:

- New country codes, [detailed here](#), incorporated in country drop-down lists on the Inclusion Enrollment Report form; see Figure 2.
- The label for question 3.2 will change from **If yes, describe single IRB plan** to **Single IRB plan attachment**. (Note, this field is currently required for AHRQ applicants only).
- .csv files listing large numbers of enrollees (over 100,000) can now be uploaded on the *Inclusion Enrollment Report* using the **Upload Participant Level Data Attachment** button.

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IMPORTANT: Re-Save Study Records That Are in Work in Progress Applications

After the release date, but prior to application submission, users should re-save Study Records in Work in Progress applications (without necessarily making any changes). This is to update the underlying data to match the new FORMS-G version. This is because as we transition to the new FORMS-G version of the HSCT, any Work in Progress record will be migrated behind the scenes so users will need to save again before submitting the form.

To re-save Study Records for an application,

1. Go to Edit mode for a Work in Progress HSCT form.
2. Click the **Edit** button in the *Study Record(s)* table to open the Study Record.

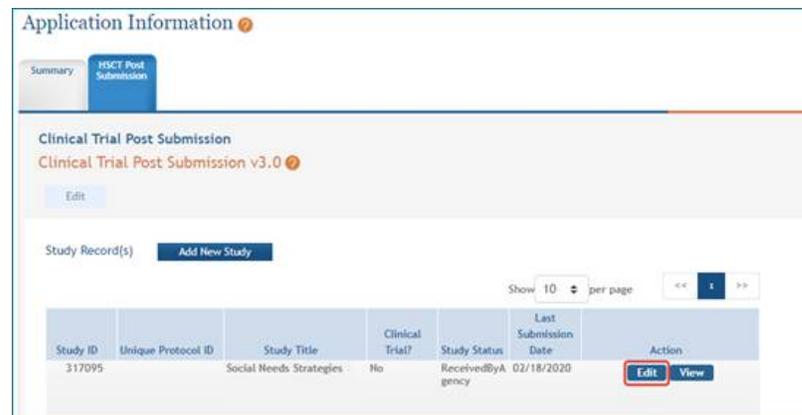


Figure 1: **Edit** button for opening and editing Study Record.

3. Click one of the “**Save...**” buttons at the bottom of the screen.

You need make no change, but the study will save in the newer format. If an error is encountered, you might need to open an *Inclusion Enrollment Report* (listed under question 2.9) and re-select a country from the **Enrollment Country(ies)** drop-down list; see Figure 2.

New Country Codes

New country codes appear in the **Enrollment Country(ies)** field on the *Inclusion Enrollment Report*.

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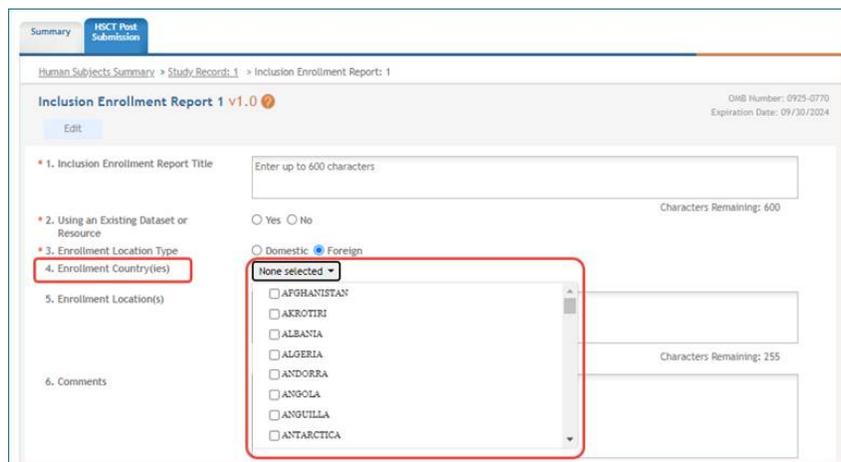
The image shows a screenshot of a web-based form titled "Inclusion Enrollment Report 1 v1.0". The form is part of the "HSTC Post Submission" process. It contains several fields: 1. "Inclusion Enrollment Report Title" with a text input field and a "Characters Remaining: 600" indicator. 2. "Using an Existing Dataset or Resource" with radio buttons for "Yes" and "No". 3. "Enrollment Location Type" with radio buttons for "Domestic" and "Foreign". 4. "Enrollment Country(ies)" which is a drop-down menu currently showing "None selected". Below the drop-down is a list of countries with checkboxes: AFGHANISTAN, AKROTIRI, ALBANIA, ALGERIA, ANDORRA, ANGOLA, ANGUILLA, and ANTARCTICA. 5. "Enrollment Location(s)" with a text input field and a "Characters Remaining: 255" indicator. 6. "Comments" with a text input field. The "Enrollment Country(ies)" field and its list are highlighted with a red box.

Figure 2: **Enrollment Country(ies)** drop-down list, showing new country codes.

For general information on FORMS-G changes, see [High-level Grant Application Form Change Summary: FORMS-G](#).

5 NIH EXTENSION OF ELIGIBILITY FOR THE K99/K00 PATHWAY TO INDEPENDENCE AWARD

NIH has announced the continued extension of eligibility for prospective K99/R00 applicants. Under normal circumstances, individuals must have no more than four years (i.e., 48 months) of postdoctoral research experience to be eligible to apply for a K99/R00 Pathway to Independence award. However, due to ongoing disruptions caused by the COVID-19 pandemic, NIH will be providing the following extensions in eligibility for prospective candidates:

- Individuals whose final due date for eligibility based on a 48-month eligibility window is February/March 2022 will be granted a two-receipt cycle extension (roughly eight additional months).
- Individuals whose final due date for eligibility based on a 48-month eligibility window is June/July 2022 will be granted a one-receipt cycle extension (roughly four additional months).

Individuals who have previously received the two-cycle automatic COVID-based eligibility extension for K99 submission are not eligible for an additional extension.

For more information and the entire notice, please [click here](#).

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6 NEW GRANTS.GOV LOGIN CREDENTIALS

Beginning February 21, 2022, all non-federal Grants.gov users will be required to use [Login.gov](https://login.gov) credentials to sign in to [Grants.gov](https://grants.gov).

This change to the Grants.gov sign-in process improves user security and complies with [Executive Order 14028](https://www.federalregister.gov/documents/2021/01/28/2021-01-28-executive-order-14028), improving the nation's cybersecurity. Login.gov allows users to access multiple government websites, including Grants.gov, with a single username and password.

To prepare for this transition and link your Grants.gov account with Login.gov, you can follow this [three-step process](#):

1. Click the Login.gov button on the [Grants.gov login screen](#).
2. Complete the login process on Login.gov using your Login.gov username (an email address) and password or create an account.
3. You will then be directed back to Grants.gov to log in with your Grants.gov username and password. This will complete the account linking process.

Grants.gov will remove the username/password login option as of February 21, 2022.

7 NCURA JANUARY CAMPUS LIAISON NEWSLETTER

View the [January 2022 NCURA Campus Liaison Newsletter](#) with information regarding upcoming NCURA events, resources, and content.

If you have any questions about NCURA, please feel free to contact Lisa Mosley at lisa.mosley@yale.edu.

8 NCURA WEBINAR: GUIDANCE ON THE PREPARATION OF NIH RESEARCH PERFORMANCE PROGRESS REPORTS (RPPRS) WITH COVID-19 IMPACTS AND OTHER SUPPORT

With the release of the revised Grant Policy Statement in October 2019, NIH revised their definition of Other Support. The revised definition "...includes all resources made available to a researcher in support of and/or related to all of their research endeavors, regardless of whether or not they have monetary value and regardless of whether they are based at the institution the researcher identifies for the current grant."

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This session consists of a 30-minute overview of who must report, when to report, what to report and how to report, followed by 60 minutes of Q and A.

This NCURA Webinar: [Guidance on the Preparation of NIH Research Performance Progress Report \(RPPRS\) with COVID-19 Impacts and Other Support](#) is now available for viewing and is posted with the accompanying handout on the [OSP Research Administrator Training website](#).

9 OSP TRAINING

Visit the [OSP Grants and Contract TMS training website](#) for a description all OSP classes or to register for a class (*VPN required*). Registrations for instructor-led classes close several days prior to class.

Until further notice, all instructor-led classes will be held via Zoom. Zoom links and class handouts are emailed to registered students prior to class.

Instructor-Led Training (ILT): Upcoming Classes

- February 21: Introduction to Sponsored Projects Administration
- March 16: Clinical Trial Budgeting
- April 19: Proposal Development (IRES PD)
- April 29: Fly America Act and Open Skies Agreement
- May 24: Financial Reporting and Closeout
- June 22: Effort Reporting Principles
- To be rescheduled soon: Research Compliance Principles for Administrators

Online Self-paced Learning

The following OSP training courses are available online. If after completing the course, you have any questions about the course content email 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 - Online
- Cost Transfer Principles - Online *Revised*
- Direct Charging of F&A Type Costs on Sponsored Awards - Online
- Effort Reporting Principles – Online *New*
- Export Compliance (CITI Program) - Online
- IRES Proposal Tracking (PT) Overview - Online
- NIH K Award Fundamentals - Online *New*

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- Other Support and Third-Party Agreements Library - Online
- 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.
- **Cost Share: Tackling the Challenges**
This webinar discusses how cost share challenges are tackled throughout the life of the project. Case studies are used to demonstrate how to proactively manage cost share.
- **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.
- **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.
- **Work Smarter, Not Harder: The Tools, Methods and Technology to Increase Productivity!**
This webinar will review the history and theory of "Work Smarter Not Harder" through examination of related research administration case studies; discuss methods of organizing work to be more effective, efficient, and productive; and review tools and tricks that increase productivity and save time. This course will be posted on the OSP Research Administrator Training website soon.
- **Guidance on the Preparation of NIH Research Performance Progress Report (RPPRs) with COVID-19 Impacts and Other Support**
The NIH issued guidance regarding the preparation of Research Performance Progress Reports (RPPRs) and the reporting of effects of the COVID-19 pandemic on research projects and revised their definition of Other Support. This session will review who must report, when to report, what to report and how to report.

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 or tracy.coston@yale.edu. Use the following link to [unsubscribe to OSP News & Updates](#). For archived issues, visit [OSP News & Updates archives](#).