

# OSP News & Updates

Office of Sponsored Projects

4/21/2022

2022 Volume 2, Issue 2

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](#)<sup>i</sup>

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## 1 NEW INTERIM DOE CONFLICT OF INTEREST (COI) POLICY

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The Department of Energy (DOE) has issued a new interim Conflict of Interest (COI) Policy: [DOE Conflict of Interest Policy](#). This interim policy seeks to ensure that DOE projects "will be free from bias resulting from financial conflicts of interest or organizational conflicts of interest." The Department of Energy (DOE) released new regulations on December 21, 2021, similar to the Public Health Service regulations. At Yale, all research personnel seeking or receiving DOE funding have additional requirements for maintaining compliance with these regulations.

All PIs, Senior/Key Personnel, and anyone named on a DOE proposal or award will be contacted in the coming month (May) to submit an updated External Interest Disclosure to comply with these new DOE requirements. In the meantime, investigators submitting proposals to DOE will be required to complete a PHS Compliant Disclosure. Please contact the COI Office so we can assist you in meeting the new disclosure requirement. Upon completion of the new disclosure, you will be asked to review the policy and submit a certification via email to [conflicts@yale.edu](mailto:conflicts@yale.edu). COI disclosure requirements may differ by funding announcement/RFP. If you have questions or concerns, please connect with Kenneth Greenquist via email at [kenneth.greenquist@yale.edu](mailto:kenneth.greenquist@yale.edu) or call 203-737-2306.

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## 2 FY2022 RUTH L. KIRSCHSTEIN NATIONAL RESEARCH SERVICE AWARD (NRSA) STIPENDS

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Released on April 15, 2022, the National Institutes of Health have published, consistent with the [Consolidated Appropriations Act 2022](#), updated stipend levels for fiscal year 2022. Training Related Expenses and Institutional Allowances for predoctoral and postdoctoral trainees and fellows reflect a moderate increase and the Tuition and Fees for all educational levels remains unchanged from the prior budget year. The full range of stipend adjustments for FY2022 is described in [NIH Guide Notice NOT-OD-22-108](#).

## 3 WORKDAY INVOICING: OCCASIONAL ERROR

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The Financial Support Center sent the following message regarding an intermittent issue with Workday Invoicing:

- We are aware of an intermittent issue where invoices may bypass the award line date validation. This issue is sporadic and not consistently reproduced. Direct communications were sent to departments with impacted transactions in November 2021.
- A second round of notifications will be sent in June to cover the remainder of FY22. Approvers should pay particular attention to the award start and end dates when approving invoices for payment.
- Workday is aware of the issue, and we continue to press for a resolution.

## 4 ADOBE ACROBAT SIGN – SIGNATURE VS. SIGNATURE BLOCK

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The below is in response to the question about Signature vs. Signature Block at the April Brown Bag meeting:

The difference between the Signature field type and Signature Block is that Signature Block is a group of field types that includes Signature.

Signature Block includes Signature and additional field types. The default additional field type is the email field type. (Account Admins can adjust what fields are included in the signature block).

Either selection is acceptable as Signature fulfills the electronic signature requirement. Signature Block contains the required Signature, it just also currently includes the email address of the signer. Reference materials will not be changed as Signature is still the field type selection to fulfill the electronic signature requirement.

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## 5 NEW – POLICY 6002 APPLICATION OF FACILITIES AND ADMINISTRATIVE RATES AND COSTS RECOVERY

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The following policy document, which previously completed its full review and approval process, is now published and effective. Please discuss the document with the appropriate people in your department and send any questions to [controllers.office@yale.edu](mailto:controllers.office@yale.edu).

- Policy 6002 *Application of Facilities and Administrative Rates and Costs Recovery* – New

New Policy 6002 formalizes several existing concepts and practices relating to the recovery of F&A costs at the University. It also provides clarity and uniformity in instances where there may have previously been differing practices across units.

## 6 APRIL 2022 NCURA CAMPUS LIAISON NEWSLETTER

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[View the April 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 reach out to Lisa Mosley at [lisa.mosley@yale.edu](mailto:lisa.mosley@yale.edu).

## 7 OSP TRAINING

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Visit the [OSP Grants and Contract TMS training website](#) for a description all OSP classes or to register for a class (*VPN required*).

### **Instructor-Led Training (ILT): Upcoming Classes**

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. Registrations for instructor-led classes close several days prior to class to allow time for class setup.

- May 9: Introduction to Sponsored Projects Administration
- May 19: Clinical Trial Budgeting
- May 24: Financial Reporting and Closeout
- June 22: Effort Reporting Principles
- July 28: Fly America Act and Open Skies Agreement
- June 8: Proposal Development (IRES PD)
- To be scheduled soon: Research Compliance Principles for Administrators

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## 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](mailto: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
- 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
- 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](#).

- **Agency Updates with OMB, NSF and NIH - NEW**  
This session is comprised of three sections: 1) OMB Update, 2) NSF Update, 3) NIH Update. Discussions will include new developments related to proposal and award policy; a comprehensive review of recent policy changes; a review of major updates to NSR's proposal system modernization efforts; NIH's budget priorities; compliance requirements and more!
- **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.
- **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

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their definition of Other Support. This session will review who must report, when to report, what to report and how to report.

- **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.

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<sup>1</sup> 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](mailto:osp.communications@yale.edu) or [tracy.coston@yale.edu](mailto:tracy.coston@yale.edu). Use the following link to [unsubscribe to OSP News & Updates](#). For archived issues, visit [OSP News & Updates archives](#).