

OSP News & Updates

Office of Sponsored Projects

3/5/2020

2020 Volume 1, Issue 5

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 – NEW WORKDAY DASHBOARD – AWARD CLOSEOUT REVIEW

As announced in the February 26, 2020 Business Update, a new dashboard has been released in Workday named *Award Closeout Review*. This dashboard was created to give business offices a central place to review items that determine whether an award is ready to be closed, and identify areas where actions need to be taken.

There are five sub-reports on the dashboard:

- Award Overview
- Grant Overview
- Items for Review
- Commitments and Obligations
- Indirect Costs Reconciliation by Award

There are several resources in place to help understand the Award Closeout process and the tools available to support this effort. Please refer to [Policy 1301: Sponsored Projects Financial Reporting and](#)

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[Financial Closeout](#) and [Guide 1301 GD.02 Financial Reporting and Closeout](#) for additional information on Award Closeout.

- [User Guide for Award Closeout Review Dashboard](#)
- [Award Closeout Activities – Task to Report](#)
- [Award Closeout Timeline](#)
- [Award Closeout Roles and Responsibilities](#)

2 RESPONSIBILITY FOR SPONSORED PROJECTS

The message below was sent from Pam Caudill on February 21, 2020 to all active faculty who have active and pending federal awards.

Dear Principal Investigators,

I would like to take this opportunity to remind you of important obligations associated with doing research and the acceptance of external funding. By accepting external funding, grantees agree to comply with the terms and conditions associated with the awards which is a shared responsibility of the principal investigators, departmental business offices and central offices.

Special terms and conditions may include such terms as:

- Sponsor specific requirements for acknowledgement of funding in publications
- Restrictions on expense categories or specific expenditures, i.e. equipment or salary
- Restrictions on use of research subjects

Please be sure to review all terms and conditions found in the notice of award.

Any questions related to special terms or conditions can be addressed to the [responsible award manager in the Office of Sponsored Projects](#).

Pamela S. Caudill
Senior Associate Provost for Research Administration
Yale University Office of Research Administration
25 Science Park, 150 Munson St, Room 322
P.O. Box 208327
New Haven CT 06520-8327
203-785-3012 (Office)
203-785-3510 (Fax)
www.yale.edu/researchadministration

cc: Lead Administrators and Operations Managers

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3 TRANSUM ATTACHMENTS 1304 FR.03 B-E SUITE DISCONTINUED

Suite 1304 FR.03 B-E Transmittal Summary (TranSum) Attachments has been discontinued (except Subrecipient Information and Compliance Form (1304 FR.03A) and National Research Service Award (NRSA) Assurance of Compliance (1304 FR.03C) are now standalone documents on the OSP forms page found here: <https://your.yale.edu/research-support/office-sponsored-projects/resources/osp-forms>).

4 FLY AMERICA ACT AND OPEN SKIES AGREEMENT TRAINING

Comments from last month's Fly America Act class included:

- I liked the small class size.
- Presentation was very detailed and informative.
- Thorough with lots of examples.
- Straightforward presentation and covered any confusing aspects.
- Material was well prepared, and the class was very organized. Thank you very much for useful lecture!!

The Fly America Act course designed for anyone involved with travel arrangements charged to sponsored awards including: Research Administrators, Administrative Assistants, Principal Investigators, Lab Technicians, Researchers, etc., and reviews regulations that must be adhered to, and restrictions that must be followed, when making foreign flight reservations that will be charged to federal awards.

This class is designed to help participants understand all the nuances of the Fly America Act and the Open Skies Agreement. Join us to learn more about these restrictions and exceptions, and how to ensure that reservations and flight arrangements are made in compliance with current policies and procedures. [Register for an upcoming class.](#)

Topics include:

- The Fly America Act and exceptions
- The Open Skies Agreements
- Compliance regulations with these policies
- The GSA City Pair search tool
- Egencia the online booking and reservation tool
- Case studies and discussion

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5 UPCOMING BROWN BAG MEETING

Join us for the March 10th Brown Bag session. [Visit the TMS Brown Bag webpage](#) to register for in-person or remote attendance. This month's agenda items are still in the planning phase and will be listed in TMS once finalized.

6 NIH EXTRAMURAL NEXUS

6.1 FY 2020 RUTH L. KIRSCHSTEIN NATIONAL RESEARCH SERVICE AWARD (NRSA) STIPENDS, TUITION/FEES, AND OTHER BUDGETARY LEVELS

Looking for the latest on Kirschstein National Research Service Award (NRSA) stipend levels, tuition/fees, and training related expenses? Check out [NOT-OD-20-070](#) for full details.

6.2 NEW CERTIFICATES OF CONFIDENTIALITY SYSTEM FOR NON-NIH FUNDED RESEARCH

Certificates of Confidentiality protect identifiable, sensitive research information from disclosure. While Certificates of Confidentiality are issued automatically for NIH-funded research, non-NIH funded research that collects identifiable, sensitive information can request a certificate.

NIH has updated its Certificate of Confidentiality request process for non-NIH funded research through a new online system. The new system simplifies the request process by using self-certification statements and shortened text fields, rather than attachments. Note that the new Certificates of Confidentiality system requires direct submission by the authorized institutional official, rather than by the investigator or another research team member.

NIH will no longer accept Certificates of Confidentiality requests through the current system as of March 11, 2020. See [NIH Guide Notice NOT-OD-20-075](#) for important details about the transition to the new system.

ⁱ 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](#).