GCA UPDATES - June 5th Deadline and Reminders

In preparation for the NIH R01 deadline on Friday, June 5th, please note the following:

June 5th Deadline

June 4th Proposal Review and Submission Activities
The Proposal Team will:

- review proposals in the order received; and
- either approve and submit (if no changes are required) or return the proposal for corrections, all proposals received by 2:00pm on June 4, 2015. Proposals received after 2:00pm will be reviewed on June 5th.

June 5th Proposal Review and Submission Activities

- Proposals will continue to be reviewed in the order received. Please ensure that proposals are submitted to GCA in order to allow time to resolve issues (including system) and make corrections. Proposals will not be reviewed out of order for any reason.
- If a last minute submission is expected, let your GCA Proposal Reviewer know as soon as possible.

Reminders

NIH/AHRQ Biosketches Effective 5/25/15


NIH Policy on Late Submissions

- According to NOT-OD-15-039 and announced in the G&CAalert dated January 9th, 2015, applications that are submitted late (after 5:00pm on the day of the deadline) will not be accepted by the NIH for any of the following reasons:
  - Heavy teaching or administrative responsibilities, relocation of a laboratory, ongoing or non-severe health problems, personal events, participation in review activities for other Federal agencies or private organizations, attendance at scientific meetings, or a very busy schedule.
  - Review service for participants other than a PD/PI or MPI, acute health issues or death in the family of a participant other than a PD/PI or MPI.
  - Problems with computer systems at the applicant organization, problems with system-to-system grant submission services, or failure to complete or renew required registrations in advance of the application due date.
Failure to follow instructions in the Application Guide or funding opportunity announcement

Correction of errors or addressing warnings after 5 P.M. local (applicant organization) time on the application due date.

Satisfying Compliance Requirements and Other Reminders

- When effort/salary of personnel is included in the proposal from a department other than the responsible org., the Business Office of the affected department must be included in the PD route in order to and approve the proposal.
- Since the eRA Commons update in January 2015, GCA has received e-submission errors for personnel and performance sites that do not have a 9-digit zip code. Please make sure all addresses contain the 9-digit zip code. If unsure of the 4-digit extension, enter 4 zeros.
- All PIs of the application must complete Sponsored Projects Administration Training for Faculty as well as successfully completing the Self-Assessment (quiz). The training and quiz can be accessed by clicking on the following link: https://bmsweb.med.yale.edu/tms/tms_enrollments.offerings?p_crs_id=1073&p_std_id=#
- Prior to submitting the proposal to GCA and the sponsor the PI and other proposal personnel must complete the following:
  - Patent Policy Acknowledgement and Agreement (all individuals listed in the proposal)
  - A Yale Financial Interests Disclosure for all individuals identified in the proposal as being responsible for the conduct, design or reporting of research). Note: Responsible personnel not only must have a current disclosure they must have completed the correct pathway depending on their proposal submission e.g., NSF, PHS, etc.
  - Current VA MOU (all individuals with a joint Yale/VA appointment)
- The following websites may aid you in your proposal preparation:
  - Yale Frequently Needed Facts http://grants.yale.edu/frequently-needed-yale-facts

***Please remember to visit the News & Updates section of our website http://grants.yale.edu/news to find this and other notifications as released by the Office of Grant and Contract Administration.***