GCA UPDATES – July 6th Deadline and Reminders

In preparation for the NIH R01 deadline on Monday July 6th (July 5th falls on Sunday), please note the following:

July 2nd Proposal Review and Submission Activities
The Proposal Team will:

- review proposals in the order received.
- approve and submit (if no changes are required) or return the proposal for corrections, all proposals if received by GCA before 2:00pm on July 2nd, 2015. Proposals received after 2:00pm will be reviewed on Monday, July 6th.

July 6th Proposal Review and Submission Activities
- Proposals will continue to be reviewed in the order received. Please ensure that proposals are submitted to GCA as early as possible to allow sufficient 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.

NIH/AHRQ Biosketches Effective 5/25/15

NIH Genomic Data Sharing Effective 1/25/15
- Proposals containing generation or use of large-scale genomic data must comply with NIH’s Genomic Data Sharing Policy that went into effect January 25, 2015. http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-027.html In addition, please be sure to answer the questions related to genomic data at the end of IRES’ regulatory form.

NIH Policy on Late Submissions
- According to NOT-OD-15-039 and the G&CAler 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

- If effort/salary of personnel is included in the proposal and the affected personnel are from a department other than the responsible org., the related Business Office must be included and approve the proposal in the PD route.
- 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/PDs (PI, Multiple PI, co-PIs) of an application must complete Sponsored Projects Administration Training for Faculty. 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=#

- The PI and other proposal personnel must complete, prior to submitting the proposal to the sponsor, the following:
  - Patent Policy Acknowledgement and Agreement (all individuals listed in the proposal)
  - Current PHS Conflict of Interest Disclosure (only individuals identified in the proposal as being responsible for the conduct, design, or reporting of research)
  - Current VA MOU (individuals with a joint Yale/VA appointment)
- The following websites may be of assistance in the preparation of a proposal:
  - Yale Frequently Needed Facts  http://grants.yale.edu/frequently-needed-yale-facts

On behalf of the GCA Proposal Team, we appreciate your cooperation and collaboration in facilitating the timely and accurate submission of proposals.

***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.***