The OSP News & Updates, published by the Office of Sponsored Projects, provides OSP updates, quick facts, sponsor/agency updates, guidance and training in all aspects of sponsored projects administration for faculty and department business offices. Please visit http://grants.yale.edu/news for archives. To subscribe, please go to: https://messages.yale.edu/subscribe.

1 NOVEMBER 5TH DEADLINE AND OTHER RELEVANT REMINDERS

In preparation for the NIH R01 deadline on Thursday, November 5th, please note the following:

November 4th 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 OSP before 2:00pm on November 4, 2015. Proposals received after 2:00pm will be reviewed on Thursday, November 5th.

November 5th Proposal Review and Submission Activities
• Proposals will continue to be reviewed in the order received. Please ensure that proposals are submitted to OSP 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 OSP Proposal Reviewer know as soon as possible.

NIH/AHRQ Biosketches Effective 5/25/15

NIH Genomic Data Sharing Effective 1/25/15

In addition, please be sure to answer the questions related to genomic data at the end of the PD Regulatory form.
NIH Policy on Late Submissions

- According to NOT-OD-15-039 and the G&CAlert 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, OSP 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 zeroes.
- All PIs/PDs (PI, Multiple 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 the research)
  - Current VA MOU (individuals with a joint Yale/VA appointment)
- The following resources 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 OSP Proposal Team, we appreciate your cooperation and collaboration in facilitating the timely and accurate submission of proposals.