1 Revised NSF Award Terms and Conditions and Frequently Asked Questions

The National Science Foundation (NSF) recently revised its entire suite of Award Terms and Conditions (see full listing below) to align with changes to the Proposal & Award Policies & Procedures Guide (PAPPG) (NSF 17-1). In addition, it issued a revised set of Frequently Asked Questions (FAQs) to accompany the PAPPG. All references to the Grant Proposal Guide (GPG) and Award & Administration Guide (AAG) have been removed and replaced with references to the PAPPG.

The revised Terms and Conditions and FAQs apply to all NSF proposals submitted, or due, on or after January 30, 2017 and apply to all new NSF awards and funding amendments to existing NSF awards issued on or after January 30, 2017.

The following documents have been revised:

- Grant General Conditions (GC-1);
- Cooperative Agreement Financial & Administrative Terms and Conditions (CA-FATC);
- Cooperative Agreement Supplemental Financial & Administrative Terms and Conditions for Managers of Large Facilities;
- Cooperative Agreement Supplemental Financial & Administrative Terms and Conditions for Managers of Federally Funded Research and Development Centers (FFRDCS);
- International Research Terms and Conditions;
- Small Business Innovation Research (SBIR)/Small Business Technology Transfer (STTR) Phase I Grant General Conditions;
- Small Business Innovation Research (SBIR)/Small Business Technology Transfer (STTR) Phase II Grant General Conditions; and
- Administration of NSF Conference or Group Travel Grant Special Conditions (FL 26).

Direct any questions regarding the revised Terms and Conditions to your OSP Award Manager.
2 NOTICE OF EXTENSION OF EFFECTIVE DATE FOR FINAL NIH POLICY ON THE USE OF SINGLE INSTITUTIONAL REVIEW BOARD FOR MULTI-SITE RESEARCH


3 REVISED SF424 (R&R) APPLICATION GUIDE AND SUPPLEMENTAL INSTRUCTIONS AVAILABLE

As announced in NOT-OD-17-023, NIH updated their application guide and supplemental instructions. Minor changes have been made to the layout and style of the instructions, located on the “How to Apply – Application Guide” webpage. They have also incorporated several clarifications to the Forms-D instructions. New instructions are denoted by the following symbol. 

Changes to the application guide can be found in the Significant Changes section of the application instructions. This section details all significant changes and revisions made to the instructions since the last major release.

For your convenience, the Significant Changes are repeated below:

How to Apply – Application Guide and Format Page Changes

- Included direct hyperlinks to the Data Tables, Reference Letters, and Biosketch Format Pages under the Format and Write box.
- Updated the Blank Biosketch Format Pages to include the required headings for Sections A-D.
Plain Language Edits to Application Instructions

- Implemented a new format and structure for application instructions. Overall policies did not change; the purpose was to enhance clarity of existing instructions.
- Examples of plain language edits include:
  - Rewritten instructions for enhanced clarity and ease of understanding.
  - Consistent use of headings to make information easy to find (e.g., “Who must complete this section/attachment,” “Format,” “Content,” “For more information”).
  - Clear delineations between instructions and supporting information.

Form Instruction Changes

R&R Senior/Key Person Profile (Expanded) Form

- Clarified Biosketch instructions for research, institutional research training, institutional career development, research education, fellowship, and dissertation awards, as well as diversity supplements.
- Clarified that figures, tables, or graphics are not allowed in the Biosketch. Previous instructions noted this only under Section A. Personal Statement. This is not a policy change, but a clarification of instructions.

R&R Budget

- Instructions added for “K. Total Costs and Fee” field included in preparation for future form use.
- The letter label (“K” or “L”) for the “Budget Justification” section will vary depending on the version of the form included in the application package.

PHS 398 Career Development Award Supplemental Form

- Includes the new appendix policy that goes into effect for applications due on or after January 25, 2017. This policy redefines the allowable appendix materials. See the Guide Notice on Allowable Appendix Materials for more information.

PHS 398 Cover Page Supplement

- Instructions have changed so that program income and human embryonic stem cell information are no longer collected at the Overall Component in multi-project applications.
A system-generated summary of all program income and human embryonic stem cell information that is provided in Other Components will be included in the summaries section of the assembled application image.

**PHS 398 Research Plan**

- Includes the new appendix policy that goes into effect for applications due on or after January 25, 2017. This policy redefines the allowable appendix materials. See the Guide Notice on Allowable Appendix Materials for more information.

**PHS 398 Research Training Program Plan**

- Includes the new appendix policy that goes into effect for applications due on or after January 25, 2017. This policy redefines the allowable appendix materials. See the Guide Notice on Allowable Appendix Materials for more information.

**PHS Fellowship Supplemental Form**

- Includes the new appendix policy that goes into effect for applications due on or after January 25, 2017. This policy redefines the allowable appendix materials. See the Guide Notice on Allowable Appendix Materials for more information.

### 4 REMINDER: NIH JUST-IN-TIME PROCESS

Submission of Just in Time documents: For all applications, the eRA Commons JIT link will be opened and available for submission of JIT information within 24 hours after the impact score has been released. Notices are sent via email from NIH eRA Commons to the PI two weeks after release of the impact score. Since the JIT link will be available for all applications, applicants should not rely on this as an indicator of the need to submit JIT information; instead they should rely on the JIT notification from NIH eRA Commons, and any specific requests from NIH staff. Please do not submit JIT materials to the Office of Sponsored Projects unless specifically requested by the NIH.
5 2017 OSP TRAINING SCHEDULE OPEN FOR REGISTRATIONS

The 2017 training schedule for all course offerings by the Office of Sponsored Projects (OSP) is now available for registration in the Training Management System (TMS). If you are interested in a quick refresher, attend class a second time and bring your questions, or view the class PowerPoint presentations on the OSP website.

- Register for an OSP training class
  https://bmsweb.med.yale.edu/tms/tms_enrollments.categories?p_own_cd=GCFA2
- View an OSP class PowerPoint presentation
  http://your.yale.edu/work-yale/training/research-training/educational-opportunities-osp/administrator-education

Please contact Kathi Goodfriend at osp.trainings@yale.edu or 203-785-3036 with any questions regarding the 2017 training schedule.

6 OSP STAFF UPDATES

We are pleased to announce the following new hire(s) in OSP:

Financial Management

Ericka Kundrath rejoined the Office of Sponsored Projects on December 12th as Business Analyst. Ericka will be primarily dedicated to the Workday project for the next several months through go-live.