



G&CAAlert!

Yale University
Grant and Contract Administration
Grant and Contract Financial Administration
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Alert(s):

- NIH Mandates Electronic Submission of Streamlined Noncompeting Awards (SNAPS)
- Reminder: Transmitting Documents to GCA

“Beginning August 1, 2010, all progress reports for NIH non-competing (Type 5) awards subject to SNAP must be submitted electronically using the eRA Commons eSNAP module.”

“We need to be able to sort through emails in an organized manner and to process them through the IRES system as quickly as possible.”

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NIH Mandates Electronic Submission of Streamlined Noncompeting Awards (SNAPS) Beginning August 1, 2010

Beginning August 1, 2010, all progress reports for NIH non-competing (Type 5) awards subject to SNAP must be submitted electronically using the eRA Commons eSNAP module (refer to the SNAP instructions for submitting the progress report in the PHS 2590 Non-Competing Continuation Progress Report, section 2.1: <http://grants.nih.gov/grants/funding/2590/2590.htm>, and the eSNAP eRA web page: http://era.nih.gov/services_for_applicants/reports_and_closeout/esnap.cfm). The reason for this firm implementation date is to enable the electronic capture of all SNAP progress reports eligible for funding in FY2011. Paper submissions will be considered noncompliant and will not be accepted or used for consideration for funding. Only reports submitted electronically using eSNAP will be accepted, so late submissions may delay the issuance of the non competing award. Grantees should refer to their Notice of Award (NOA), Section II - *Terms and Conditions* to determine whether SNAP provisions apply to their specific award.

Beginning with reports submitted August 1, 2010, the following provisions will be implemented:

- (1) eSNAP Progress Reports will be due 45 days prior to the next budget start date instead of 60 days
- (2) IRB and IACUC approval dates will not be required as part of the eSNAP submission, although the institution is still responsible for ensuring that these reviews are conducted and must submit approval dates to NIH upon request.
- (3) The Federal-wide (human subjects) and Animal Welfare Assurance numbers will continue to be maintained in the institutional profile section of the eRA commons.

For additional information, see the eSNAP User Guide at:
http://era.nih.gov/docs/eSNAP_UG_v2.25.0.0_041210.pdf

Reminder: Transmitting Documents to GCA

GCA has experienced rapid growth in the number of documents transmitted to its office electronically. Many of these documents are time-sensitive in nature and require immediate attention. We need to be able to sort through these e-mails in an organized manner and to process them through the Integrated Research Enterprise Solutions (IRES) system as quickly as possible. To help facilitate the process, the following reminder is provided, when sending proposals and/or other action items to GCA:

- Provide a logical email subject line which includes the PI's name and the legacy or IRES record number. If the action item is urgent and requires immediate attention, please so note in the email subject line and follow up with a phone call to confirm the materials were received and are being processed.
- Include a routing slip for nonTransum items. The routing slip can be found on the GCA website under the toolkit at <http://www.yale.edu/grants/toolkit>.
- Send to your assigned team mailbox (i.e. gcat1@yale.edu, gcat2@yale.edu, gcat3@yale.edu, gcat4@yale.edu, or gcat5@yale.edu) with a copy to the assigned reviewer.
- Continue to use the file transfer facility <http://www.yale.edu/its/email/transfer.html> and for proposals or progress reports with deadlines, follow the guidelines from our January 2009 GCAAlert: <http://www.yale.edu/grants/gcalert/pdf/2009jan26-30-1.pdf>.