



GCAAlert!

Yale University

Grant and Contract Administration

Grant and Contract Financial Administration

Volume 1, Issue 5

Week of February 23 – 27, 2009

Alerts:

- **Grants.gov: Tips to avoid submission failures due to remaining systems issues**

Because of the significant Grants.gov system issues and anticipated proposal volume, GCA cannot guarantee that Grants.gov proposals received less than two business days in advance of the published deadline will be successfully submitted on time.

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Grants.gov: Important Updates for March 5th NIH Proposal Submission Deadline

Grants.gov still has significant system issues in its transition to using Adobe forms for electronic submissions. While Grants.gov recently increased its capacity to process electronic submissions in a timelier manner, GCA and offices at peer institutions are still experiencing large-scale system issues that delay proposal submission by considerable amounts of time.

Following are tips to help PIs and departments ensure that their proposals are submitted in time for the March 5th NIH deadline for R01 Research Grants and U01 Cooperative Agreements. These tips are based on GCA experience with the last few Grants.gov deadlines:

- Submit your proposals electronically to GCA for review, approval and submission as soon as possible. For information on electronic submission of proposals to GCA, please review the File Transfer Facility protocol at:
https://light.its.yale.edu/messages/attachments/w1_39455_GCAAlert_1_26_30_09_FTF_Adobe.pdf.
- Because of the significant Grants.gov system issues and anticipated proposal

volume, GCA **cannot guarantee Grants.gov proposals received less than two business days in advance of the published deadline will be successfully submitted on time.**

- Inform your GCA Team of any upcoming proposals as soon as possible so we can allocate our resources to better assist you.
- Ensure you have Adobe Reader or Professional versions 8.1.3 or 9.0 to eliminate any problems in submitting incompatible versions of Adobe forms into Grants.gov. Please review GCAAlert! Volume 1, Issue 1 for more details but note that **GCA is clarifying its previous recommendation to state that Adobe Reader or Pro 8.1.3 or 9.0 are the preferred versions of Adobe:**
https://light.its.yale.edu/messages/attachments/w1_39455_GCAAlert_1_26_30_09_FTF_Adobe.pdf.
- For technical issues with Grants.gov Adobe forms, contact the Yale ITS help desk at 785-3200 or email helpdesk@yale.edu.

Please be sure to indicate

this is a Grants.gov related issue so your request can be routed to a Grants.gov expert on technical matters. For all other Grants.gov-related questions and issues, please contact your GCA Team.

- Stay up to date on the status of Grants.gov submission issues by visiting GCA's web site link to Grants.gov Daily Notices and System Status Alerts:

<http://www.yale.edu/grants/grantsdotgov/index.html>.

In addition, please keep in mind that Grants.gov experiences its heaviest volume, from late morning into the late evening, causing system-wide delays and failures. Because Yale is on Eastern Standard Time, from late morning on, we compete to submit applications with schools in subsequent time zones. In order to ensure a successful submission, please send your proposals to GCA as soon as possible so that we can submit via Grants.gov during the early morning off-peak hours.

Please contact your GCA Team with any questions.

Please find the GCA Team partnering with your department at:
<http://www.yale.edu/grants/contacts/pdf/gca-contacts.pdf>.

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