

January 8, 2009

To: Members of the Faculty and Staff

From: Dorothy K. Robinson  
Vice President and General Counsel

Re: Federal Grant and Contract Records

President Levin recently informed the community of the conclusion and settlement of the federal government investigation of Yale's grant and contract accounting practices. On June 30, 2006, and periodically since then, I have written to explain that the investigation required Yale to preserve all documents related to federal grants and contracts, even if the normal retention period for those documents had expired. I know that this requirement, while legally necessary, has been seriously burdensome to many. I am now pleased to say that you may resume disposing of federal grant and contract documents – including e-mail related to federal grants and contracts – as permitted by federal regulations. For applicable retention periods, please see <http://www.yale.edu/researchadministration>.

During the investigation, in response to requests from the government, the Office of the General Counsel collected files from many departments. We will be addressing the disposition of those files directly with the departments and the investigators affected.

Once again, I wish to thank you for your cooperation and patience during the investigation. If you have any questions regarding the disposal of grant and contract documents, please contact Harold Rose, Associate General Counsel, at 2-4949, or Alice Tangredi-Hannon, University Research Compliance Officer, at 432-8796.

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NOTE: This official Yale University message can also be viewed at:  
<https://light.its.yale.edu/messages/UnivMsgs/detail.asp?Msg=38755>