



SPA Handbook Learning Series

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RA Forum

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SPA Handbook Learning Series

- To enroll, go to [NYU Home > Work](#) and click on the 'NYUiLearn Login' button.
- Once in iLearn, search for "SPA Handbook" to find the '**SPA 000: SPA Handbook Learning Series**' curriculum.
- Once you enroll in the curriculum, all of the course modules will become available for viewing.
- 18 courses > Total Duration: 3 hours 50 minutes



SPA Handbook Learning Series

PROGRESS 100%

Certificate 

SPA 000: SPA Handbook Learning Series

The Sponsored Programs Administration Post Award Handbook (SPA Handbook) is a comprehensive tool and reference guide designed to support Principal Investigators (PIs) and other staff responsible for the financial administration of grants and contracts. The modules contained in this learning series are a guide through the policies contained in the Handbook, with an emphasis on updated OMB Uniform Guidance for the administration of sponsored awards.


Upon completion of the all the learning modules in this curriculum, you will be able to print a certificate of completion for the SPA Handbook Learning Series.

Duration of entire curriculum: 3 hours and 50 minutes.

GROUP 1

PROGRESS 100%

 You have completed the requirements for the certificate. Congratulations.

▼		SPA 001: Award Management Course	Open
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SPA Handbook Learning Series

GROUP 1 PROGRESS **0%**









i Complete the number courses needed for the certificate.

▼		SPA 001: Award Management Course	Open
▼		SPA 002: Budgeting Course	Open
▼		SPA 003: Costing Course	Open
▼		SPA 004: Personnel and Benefits Course	Open
▼		SPA 005: Facilities and Administrative (F&A) Costs Course	Open
▼		SPA 006: Procurement Course	Open
▼		SPA 007: Domestic and Foreign Travel Course	Open
▼		SPA 008: Managing Subawards Course	Open
▼		SPA 009: Cost Sharing Course	Open
▼		SPA 010: Cost Transfers Course	Open

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▼		SPA 011: Effort Reporting Course	Open
▼		SPA 012: Salary Cap Administration Course	Open
▼		SPA 013: Program Income Course	Open
▼		SPA 014: Clinical Trials Course	Open
▼		SPA 015: Managing Sponsor Payments Course	Open
▼		SPA 016: Recharge Centers Course	Open
▼		SPA 017: Closing an Award Course	Open
▼		SPA 018: Internal & External Audits Course	Open





SPA Handbook Learning Series

- This training resource involved strong collaboration between members of the OSP, SPA and FSM teams including:
 - ❖ **Marti Dunne**, Provost's Office,
 - ❖ **Nancy Daneau**, Office of Sponsored Programs (OSP),
 - ❖ **Richard Louth**, OSP's former Director,
 - ❖ **Victoria McCoy-Cosentino**, Contract Office
 - ❖ **Tammi Kenton**, Contract Office
 - ❖ **Joanne Goldstein and Michael Miller**, SPA
 - ❖ **Dylan Lorenz**, FSM



Other SPA Updates

- **SOM Subawards**

- Please establish Purchase Order(s) for each SOM outgoing subaward
- Determine beginning balance at 4/1/17
 - (Budget – Expenses thru 3/31/17)
- Use new SOM Subaward Form in iBuy
- Select vendor name: NYULMC Research Account
- SOM Finance personnel have access to submit invoices directly in iBuy
- Complete no later than May 26, 2017