

Research Administration Brown Bag Series

September 10, 2024



Northeastern
University

Agenda

- NU-RES Admin updates
- Data/Systems updates
- NU-RES Finance updates
- NU-RES Compliance updates
- Upcoming events

NU-RES Admin Updates

NIH Update:

NOT-OD-24-163: NIH's Adoption of Common Forms for Biographical Sketch and Current and Pending (Other) Support by May 25, 2025

NIH Common Forms Timeline

If your intended application due date or RPPR submission is?	You must...
On or before May 24, 2025, including: <ul style="list-style-type: none">• <i>Applications submitted for due dates on or before May 24, 2025.</i>• <i>Applications submitted under <u>NIH Late Policy</u> 2-week window of consideration for intended due dates on or before May 24, 2025.</i>• <i>Applications submitted by June 1, 2025, under <u>NIH Continuous Submission Policy</u> for the May 7, 2025, AIDS intended due date.</i>	Continue using the current <u>NIH Biosketch</u> and <u>Other Support</u> format pages for applications, Just-in-Time (JIT) and RPPRs.
On or after May 25, 2025, including: <ul style="list-style-type: none">• <i>Applications submitted for due dates on or after May 25, 2025.</i>• <i>All application types (New, Resubmission, Renewal, Revision).</i>• <i>Applications submitted early for intended due dates on or after May 25, 2025.</i>	Use the Common Forms (i.e., Biographical Sketch, Current and Pending (Other) Support) and NIH Biographical Sketch Supplement along with the updated instructions for applications, JIT and RPPRs.

NU-RES Admin Updates

NIH Update:

NOT-OD-24-165: Retirement of NIH's Automated Just-in-Time Email Notification

- The **automated Just-in-Time email**, generated by the eRA system and sent to applicants that receive an overall impact score of 30 or less, will be retired effective October 1, 2024.
- Official notification of the need for JIT material(s) will continue to be sent directly by NIH staff from the awarding Institute/Center to those who are required to provide the material(s).
- The JIT link to submit the materials, when requested, will also continue to be available in eRA Commons until the application is awarded. The JIT link is accessed:
 - By SOs, on the *Status Results* screen by clicking on the three-dot ellipsis in the Application/Award ID column and choosing JIT from the dropdown menu.
 - By PIs, on the *Status* screen, by expanding a grant application and clicking the JIT link in the Available Actions column.
- As a reminder, a request for JIT information is not a Notice of Award, nor should it be construed as an indicator of possible funding by the NIH.

NU-RES Admin Updates

NSF Update:

[Award Terms and Conditions](#) have been updated to implement the revised 2 CFR published in the [Federal Register](#) by the OMB. Updated suite of award terms and conditions includes the:

- Grant General Conditions (GC-1);
- Cooperative Agreement Financial & Administrative Terms and Conditions (CA-FATC);
- Cooperative Agreement Modifications and Supplemental Financial and Administrative Terms and Conditions for Major Multi-User Research Facility Projects and Federally Funded Research and Development Centers;
- Cooperative Agreement Modifications and Supplemental Financial and Administrative Terms and Conditions for Mid-Scale Research Infrastructure Projects; and
- Special Terms and Conditions for Administration of NSF Conference or Travel Grants (FL 26).
- Revised award terms and conditions apply to new NSF awards and funding amendments to existing NSF awards made on or after October 1, 2024.
- NSF Policy Office webinar on **September 12 at 2:00 PM EST** will provide the framework for these revisions and how they impact NSF awards. [Webinar registration](#) is now available.
- Summary of changes and revised NSF Prior Approval Matrix (handout)



NU-RES Admin Updates

Off Campus Rate:

The off-campus rate is applicable to all extramurally funded sponsored activities where documentation in proposal/award materials confirms:

1. There are multiple performance sites and the Preponderance of the Time and Effort related to the extramurally funded sponsored activity is conducted at a site that is not Northeastern owned or leased; **and**
2. The cost of the leased or rented space is included as a direct cost in the project budget and is paid as a direct cost by the funding agency.

Full guidance online at <https://nu-res.research.northeastern.edu/wp-content/uploads/2020/04/Off-Campus-IDC-Rate-Guidance-4-28-20.pdf>

NU-RES Admin Updates

Staffing update:

Welcome Bailee Jones, Grant and Contract Officer

- Bailee will be the transaction GO for Bouve, School of Law, Library and various other non-academic units.

Welcome back Diane Keys (part-time, temporary)

- Diane will be the transaction GO for CSSH focusing on contract review and UPAFs. She will also pitch in elsewhere as needed.

NU-RES Admin Updates

New NDA/DUS/MTA Intake forms process:

- New Intake forms coming for NDAs, DUAs, MTA, expect NDA form within next few weeks.
- Forms will now be distributed as links and can be filled out online by the PI.
- Manual upload of forms to eCLAWS will no longer required of colleges.

Data/Systems Updates

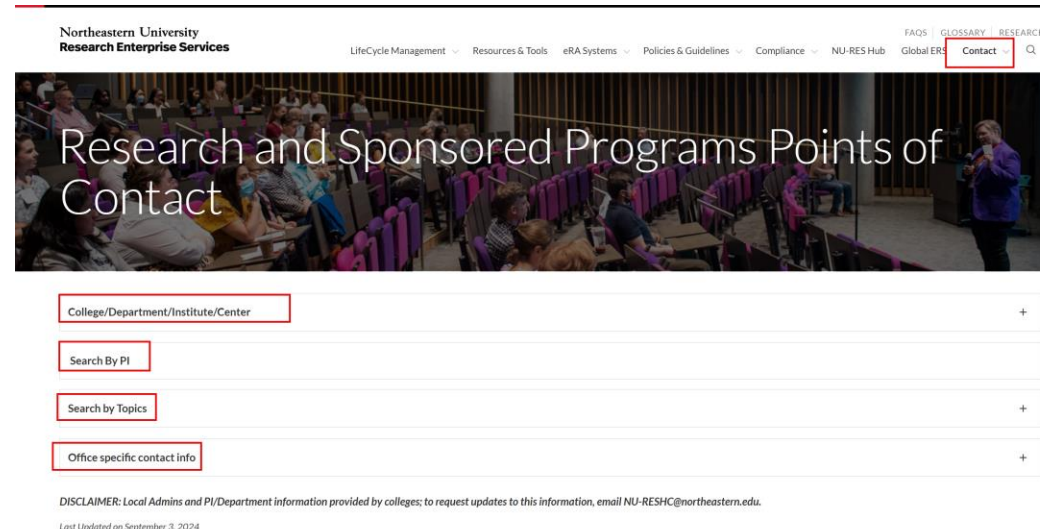
Staffing update:

Welcome Laura Beaupre, Data Quality & Research Admin Analytics Manager!

- Laura's primary focus will be diving deep into our research admin data, identifying ways to improve the underlying raw data, our collection/storage methods, and our reporting tools, all of which impacts the information we share with senior leadership and the user community at large

Website update:

NU-RES launched the new [Point of Contact website](#) over the summer!



Northeastern University
Research Enterprise Services

LifeCycle Management Resources & Tools eRA Systems Policies & Guidelines Compliance NU-RES Hub Global ER Contact

Research and Sponsored Programs Points of Contact

College/Department/Institute/Center +

Search By PI

Search by Topics +

Office specific contact info +

DISCLAIMER: Local Admins and PI/Department information provided by colleges; to request updates to this information, email NU-RESHC@northeastern.edu.
Last Updated on September 3, 2024

Data/Systems Updates

- Now available in the Data Warehouse: RSRCH0030 and RSRCH0031 ePAWs Attribution by Affiliation (Requested/Proposals and Received/Awards)...
 - Example...Reviewing requested/Proposal funds... in ePAWs, we see the Attributions listed:

Proposal Number: 10011144 Status: Completed

IP Number: 24010067

* Direct Cost: \$89,091 * Indirect Cost: \$8,909 Total Cost: \$98,000

Personnel

Name	Unit	Role	Percent Effort	Person Months	Appointment	Credit Split	Certified
Kaeli, David R	Electrical and Computer Engineering	Principal Investigator	8.67	1.04	8M DURATION	100	✓

Attribution/Affiliation

Proposal Institute Proposal Award

Add Affiliated Unit

Affiliated Units	Percent	Dollars	Category	Provost Funded	Actions
FY24-Impact Engines-ISUPER	100 %	\$ 98000	Impact Engines	Yes	✕
Institute for Experiential Robotics	100 %	\$ 98000	Affiliated Unit	Yes	✕

Data/Systems Updates

- In the report, on the summary tab, navigate to the Institute/Center/unit you are reviewing:

Institutes Funding Requested Summary

Institutes Funding Requested Detail

Report Information

N

Northeastern
Insights360

Institutes Funding Requested

Time Period: Jul 1, 2023 to Jun 30, 2024

Affiliated Entities		FY2024			Total
		Extramural	ORS	Passthrough from KRI LLC	
Affiliated College	Bouve College of Health Sciences	\$34,659,122.50	-	-	\$34,659,122.50
	College of Arts, Media and Design	\$899,431.00	-	-	\$899,431.00
	College of Engineering	\$37,305.00	-	-	\$37,305.00
	College of Science	\$1,345,259.50	-	-	\$1,345,259.50
	D'Amore-McKim School of Business	\$1,229,729.00	-	-	\$1,229,729.00
	Khoury	\$38,371,198.00	-	-	\$38,371,198.00
	Mills College	-	\$27,610.00	-	\$27,610.00
	School of Law	\$2,040,925.00	-	-	\$2,040,925.00
	Sub-Total	\$78,582,970.00	\$27,610.00	-	\$78,610,580.00
Affiliated Unit	Boston Area Research Initiative (BARI)	\$21,050,604.00	-	-	\$21,050,604.00
	Center for Design	\$28,827,257.00	\$7,000.00	-	\$28,834,257.00
	Center for Drug Discovery	\$89,678,622.50	\$21,000.00	-	\$89,699,622.50
	Cyber Security & Privacy Institute	\$17,286,947.43	-	\$565,609.00	\$17,852,556.43
	Humanities Center	\$5,000.00	-	-	\$5,000.00
	Institute for Experiential Robotics	\$114,514,414.00	\$121,000.00	\$8,350,931.00	\$122,986,345.00
	Network Science Institute	\$64,277,518.83	-	-	\$64,277,518.83
	Roux Institute-Research	\$87,780,334.32	\$42,610.00	\$1,203,609.00	\$89,026,553.32
	Sub-Total	\$423,420,698.08	\$191,610.00	\$10,120,149.00	\$433,732,457.08

Data/Systems Updates

- Select the detail tab, filter on Attribution name and Institute Proposal number:

Institutes Funding Requested Summary

Institutes Funding Requested Detail

Report Information

N

Northeastern
Insights360

Institutes Funding Requested

Time Period: Jul 1, 2023 to Jun 30, 2024

Institute Proposal Number	ePAWS Number	Full Name	Proposal Title	Attribution Name	Proposal Category	Sponsor Name	Prime Sponsor Name	Total Proposal Split Amount	ePAWs Percentage	ePAWs Attribution	Fiscal Year
24010067	10011144	Kaeli, David	P17_2023: Integrating GPUs and FPGAs with Processing-in-Memory to Accelerate Fully Homomorphic Encryption	Institute for Experiential Robotics	Extramural	University of Cincinnati	National Science Foundation	\$98,000.00	100	\$98,000.00	2024

NOTE: If investigator(s) on a proposal are affiliated with multiple Institutes/Centers/other entities, proposal ePAWs Attribution detail data reflects replicated entries per affiliation; if multiple investigators on a proposal are all affiliated with the same Institute/Center/etc., the dollar amount will only be counted once for the Institute/Center/etc. on the summary tab.

Data/Systems Updates

- To see which of the investigators are affiliated with the institute/center/etc., check the [Person/Entity Affiliation](#) Tableau report:

Default Affiliations in ePAWs:

Use the Tableau filters to select an entity to see a list of affiliations, or search for faculty to see the entities with which they are affiliated.

Person/Entity Affiliations in ePAWs



Institute/Centers/etc. Affiliations	
INSTITUTE_NAME	PERSON_NAME
	Hoff, Timothy James
	Howe, Jeffrey
	Hughes, Randall Randall
	Jimison, Holly Brugge
	Kane, Michael Bruce
	Kitagawa, Risa
	Kowalcky, Linda Katherine
	Kramer, Art F

CATEGORY
(All)

PERSON

NAME
Global Resilience Institute

Data/Systems Updates

- EPAWS 2.0....coming soon (*really!*); We'll provide updates/ask questions over the coming months....

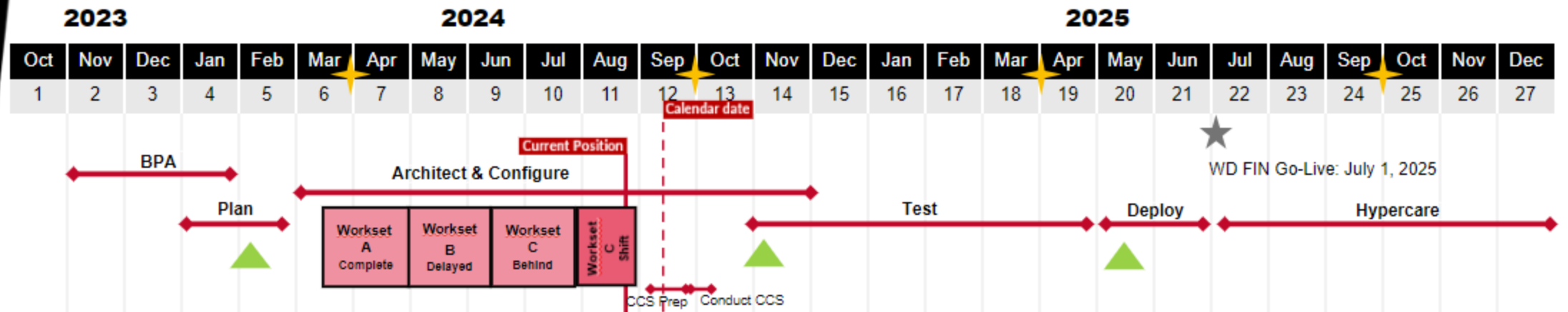
The screenshot shows the 'Route a Proposal for Institutional Approval' form in the EPAWS 2.0 system. The form is divided into four steps: 1. GENERAL INFORMATION, 2. BUDGET, 3. COMPLIANCE / REGULATORY, and 4. OTHER CONSIDERATIONS. Step 1 is currently active. It includes a question 'Which Budget are you using?' with radio buttons for 'Detailed ePAWs 2.0' and 'Excel'. Below this is a 'Budget Justification Attachment (optional)' section with a 'Drag & Drop your files here, or' area and a 'Select file' button. At the bottom, there are input fields for 'What is the Funding Opportunity (FAO/RFP) number?' and 'Add URL (optional)'. The top navigation bar includes links for ePAWs, Proposals, Awards, Transactions, My Reports, My Tools, My Dashboard, eCLAWs, and eCD. The user is logged in as 'CJ Cyr, Joan' and is a 'College Administrator'.

- *Point of info....Allowed Attachments will change between EPAWs 1.0 vs. EPAWs 2.0*
 - ePAWs 1.0 allows uploading .zip files
 - In development of ePAWs 2.0, OIS has restricted the types of files allowed for upload
 - .zip files are not allowed, as they present a security issue (may contain an executable)
 - To prepare for this change, users should begin to work out new internal processes NOW re: uploading documents

NU-RES Finance –WD update



PROJECT TIMELINE



Chelsea Dean- Grants Lead

Alex Hui- Research Transformation Lead

Workday Prep - Closeout & Deficits

WD Conversion Population - Grant End Date > 1/1/2024

Goal - Inactivate all projects with Project End Date <= 12/31/2023 prior to WD conversion

Closeout Distribution

- RFA = LOCS, LOCO, FPA -> mainly grants with financial reports
- RAA = CRST, CRSP, FXP -> mainly billable projects

Budgets

- Budgets are being adjusted down to recon amount (final FFR, final invoice or ITD) prior to inactivation

Deficits

- RF will continue sending the monthly deficit reports.
- Closeouts for projects ending in 2023 and prior should be given priority and will be escalated as needed
- For any deficits that cannot be immediately resolved, please return the file to Heidi Copeland with notes in the “Unit Comments” column indicating the plan and timeline for clearing each deficit.
- Updated reports will be available later this month following the August 2024 closing

Upcoming: Research Annual Certification Reports

Research Annual Certification Reports will be generated following the September monthly close (scheduled for 10/10/24).

Reminder:

- Cognos report **FIN0149** is available to departments. Report can be run to obtain a draft of FY24 annual certs.

Timeline:

- Final round of salary adjustments (PDCs) for FY24 need to be submitted asap. FY24 PDCs must reach Research Finance queue by 9/19/24.
- Annual certs will be distributed to department key contacts the week of October 14th.
- Learn More session will be held in October.
- Completed/signed certifications will be due November 1st.

FIN0149 – Research Payroll Verification (RESFIN)

This report provides a summary of the payments made to employees (employee position included) for a selectable time period, based on paycheck dates, grouped by grant. The report can be run for all grants the user has access to, or can be narrowed down by selecting one or more grant, fund, and/or grant PI. The report is formatted similarly to the Payroll Certification Report sent out by Research Finance every fall, to allow for on-demand verification both before and after the annual Payroll Certification process. This report is a great way to verify employees and salaries for specific funds through the life cycle.

NU-RES Compliance Updates

- New Team Member!
 - Welcome Brendan Martin! Export Control and Research Security Coordinator
 - Graduated from Ohio State in 2020 with a BA in English and a minor in Professional Writing. After graduating, he spent a year teaching English in Malaga, Spain
 - Recently worked at Case Western Reserve University in Cleveland, Ohio, under Dr. Fabio Cominelli in the gastroenterology department, focusing on gnotobiotic/germ-free research
 - Working under Amanda Humphrey with Lissette Gilster and Tessa Seales
 - Manage daily functions, coordinating export control reviews, tracking faculty training, maintaining compliance systems, and liaising with various stakeholders to ensure adherence to export compliance, research security, and general research compliance requirements.

NU-RES Compliance Updates

- Updating drone guidance, FAQ, and application forms to simplify review for complex research projects, student drone use, and contracted flights
- The [UAS \(Unmanned Aircraft Systems\) Review Board](#) is seeking a new Chair! Do you know a researcher working with drones who might be a good fit? Contact Curtis Van Slyck
- Continued effort to identify electronic protocol system for IRB
- Early stages of bringing together a working group to review & revise Controlled Substance Program



NU-RES Compliance Updates

- Final Research Security Program Rule
 - OSTP released the final [Guidelines for Research Security Programs at Covered Institutions](#) on July 9, 2024. Within six months of the issuance of this memorandum, federal research agencies have been instructed to submit to OSTP and OMB plans for updating policies to ensure this guidance is reflected in the Research Security Programs Standard Requirements of each federal research agency. Updated policies of federal research agencies shall take effect no later than six months after finalized plans have been submitted to OSTP and OMB. Federal research agencies shall ensure that covered institutions have adequate time, but not more than 18 months after the effective date of their plans, to implement the requirements of this memorandum.

RSP Standard Requirement Finalization

Cybersecurity	<p>NIST will issue a set of standards (Cybersecurity for R&D NIST)</p> <p>Institutions will have to certify that they meet the NIST standards within one year of publication.</p> <p>NIST standards are still in draft form.</p>
Foreign Travel Security	<p>Certify that the institution will implement training on foreign travel security to covered individuals engaged in international travel; cadence is at least once every six years</p> <p>Implement a reporting program (inclusive of an organizational record of all international travel regardless of business purpose) for those participating in R&D awards in cases where agencies determine security risks warrant travel reporting</p>
Research Security Training	<p>Certify that the institution has implemented a research security training program to address the “<i>unique needs, challenges, and risk profiles of covered individuals...</i>” and ensure covered individuals complete the training.</p> <p>Provides the option to a) leverage NSF developed trainings or b) complete training developed elsewhere - we will be using the NSF trainings and creating additional NU specific trainings as needed</p>
Export Control Training	<p>Certify that the institution “requires covered individuals who perform R&D involving export-controlled technologies, to complete training on U.S. export control and compliance requirements”.</p> <p>Mandates that agencies allow institution to meet the requirement by a) requiring them to complete BIS/Dept. of Commerce and/or DDTC/Dept. of State trainings or b) certify that the institution requires targeted training for individuals on complying with U.S. export controls and requirements for reviewing foreign collaborations.</p>

RS Program Certification



Institutions must certify that they “have implemented their own research security programs, including training ... to address their unique needs, challenges, and risk profiles” (pg4)



Institutions also have separate, additional certifications for each Standard as they take effect



Individuals must certify that they have completed research security training (Standard 3)



Certifications will be made to relevant Federal funding agency at time of proposal

NU-RES Compliance Updates

- Update to International Engagement Policy
 - OSTP released the final [Guidelines for Research Security Programs at Covered Institutions](#) on July 9, 2024. Within six months of the issuance of this memorandum, federal research agencies have been instructed to submit to OSTP and OMB plans for updating policies to ensure this guidance is reflected in the Research Security Programs Standard Requirements of each federal research agency. Updated policies of federal research agencies shall take effect no later than six months after finalized plans have been submitted to OSTP and OMB. Federal research agencies shall ensure that covered institutions have adequate time, but not more than 18 months after the effective date of their plans, to implement the requirements of this memorandum.

NU-RES Compliance Updates

- Reporting requirements for damaged, lost or theft of research equipment
 - The Office of Management and Budget (OMB) is currently revising the [OMB Guidance for Federal Financial Assistance](#). Updated [2 CFR § 200.313 – Equipment](#) states that any loss, damage, or theft of federal funded research equipment must be investigated. The recipient or subrecipient must notify the Federal agency or pass-through entity of any loss, damage, or theft of equipment that will have an impact on the program. The effective date for the final guidance is *October 1, 2024*.

NU-RES Compliance Updates

- **RCR and Professional Development for the Responsible and Ethical Research Program**

- 3 Different Tracks to satisfy RCR requirements
 - CITI Training
 - In-Person Workshop
 - Virtual Sessions: Advanced RCR Topics
- Program can also be used for Researcher Professional Development
- [Revamped NU-RES Compliance RCR Webpage](#)
 - PIs, Faculty, Postdocs, Grad/Undergrad Students can learn more about the updated RCR program and the different tracks on the updated webpage
 - Links to register for various workshops are also made available on the webpage

- **Track 2 – In-Person RCR Workshop**

- Wednesday, October 16, 2024, on Boston Main Campus in Curry Student Center Room #435
- Lunch will be provided for those who attend the workshop
- [Agenda and Registration](#)

- **Track 3 – Virtual RCR Workshops**

- 6 Workshops will occur between October 2024 and March 2025
- [Registration](#)
- [Workshop Descriptions](#)

Upcoming Events

- Please Use and Share the [NU-RES Events Calendar](#) !!!
- [Virtual Satellite Office Hours](#), Thursdays 1:30 - 2:30 PM EST
- [NYU's Research Administration Demonstration series \(RAD\) registration](#)
 - [NYU RAD Website](#)

Upcoming Events

- **Space Survey Training hosted by NU-RES Finance**
 - Thursday, September 12, 2024, from 1:00 PM – 3:00 PM EST via Teams
 - Details and calendar invite can be found [here](#)
- **"Protect Yourself! Where Research Goes Wrong and the Policies You Need to Know"**
 - Wednesday, October 2, 2024, from 12:00 PM – 1:00 PM EST via Teams
 - Important Northeastern Research Policies Orientation for PIs
 - Presenter: Jeff Seo, Chief Research Compliance Officer, NU-RES Compliance
 - [NU-RES Event Calendar Link](#)
- **Learn More Session: Concur/Expense Reimbursements**
 - Thursday, October 3, 2024, from 12:00 PM – 12:45 PM EST Via Teams
 - Presenter(s): NU-RES Finance, TBD
- **Learn More Session: Annual Effort Reporting**
 - Thursday, October 10, 2024, from 12:00 PM – 12:45 PM EST via Teams
 - Presenter: Fred Crompt, Sr. Research Compliance Specialist, NU-RES Finance

Upcoming Events

- **Professional Development Learn More Series – Part 1:**

- **When:** Thursday, November 21, 2024, from 1:00 PM – 2:00 PM EST via Zoom
- **Title:** Having a ~~Difficult~~ Conversation
- **Workshop Duration:** 50 minutes
- **Presenter:** Rich Trombetta, HR Learning & Engagement
- **Workshop Description:** Today's world and work environments have become flooded with texts, Teams' messages, and emails. One thing that seems to be going out of style is actually having a conversation with someone. This session will help participants learn how to have a great conversation, even if it might be perceived as one that will be difficult.
- **Goals/Objectives of Workshop:** Participants will leave the workshop being aware of their communication style, appreciating the power of listening, and learning a process to prepare for and deliver what might seem like a difficult conversation.
- **Target Audience:** Anyone
- ***Disclaimer*:** Each participant should complete and bring the results of [this free assessment](#) with them to the session (DISC Assessment)

Upcoming Events

- **Professional Development Learn More Series – Part 2:**

- **When:** Thursday, December 12, 2024, from 1:00 PM – 2:00 PM EST via Zoom
- **Title:** Writing Emails That Get Read and Acted On
- **Workshop Duration:** 50 minutes
- **Presenter:** Rich Trombetta, HR Learning & Engagement
- **Workshop Description:** A recent report showed that today's office workers receive an average of 121 emails per day and send over 40 as well. Add in texts, Teams' messages, and social media and the average person is on information overload. However, there are simple ways to write emails that get read and acted on.
- **Goals/Objectives of Workshop:** Participants will leave this workshop with an understanding of what is known as Smart Brevity, an approach that helps people produce emails (or almost any other type of written communication) that enable readers to quickly and easily focus on the most important information in the least amount of time.
- **Target Audience:** Anyone

Upcoming Events

- **Additional Learn Mores Planned:**

- Other Support Documents: C&P and Biosketch
- Uniform Guidance Updates
- Research Security Updates/NSF SECURE Program
- College Plenary Session on RPPRs
- Workday Finance Implementation

- **Other Education Workshops:**

- AI in Academics Plenary Session
 - Faculty from DMSB, CSSH, COS, and NUSL
 - Topics include: AI in qualitative and quantitative research, peer review, publications, decreasing language barriers, and internal Northeastern research survey results

Upcoming Events

- **ReXPO (Research Services Expo)**

- The target date of the event is Wednesday November 13th on the Boston Main Campus in the Library.
- The library analyzed new ways of supporting research teams. Based on feedback, one initiative being launched is an event to showcase services available at Northeastern University. In partnership with NU-RES and ITS, the event: “ReXPO” (Research Services Expo) will aim to connect research teams with resources available as well as expose researchers to other like-minded researchers.

NU-RES and You!

Thank You!

See you In October!

