Research Administration Community Update

November 4, 2025

Agenda

- NU-RES Admin Updates
- Data/Systems Updates
- NU-RES Finance Updates
- NU-RES Compliance Updates
- Upcoming Events

NU-RES Admin Updates

Subaward IDC recovery: Pre-award budget to new threshold of $50,000. If awarded rebudgeting to $25,000 may be needed if new rate agreement has not been issued

NU-RES Admin Updates

Contracts

- Brad Wing taking over for Bruce Waterbury for OIS review of security issues, David Niles is still primary point of contact;
- Updated DUA templates coming;
- A simpler FAR?
- **Friendly reminder**: For those supporting PIs with outgoing subawards, please remind them to review and approve any subaward invoices currently awaiting their action in Workday.

Data/Systems Updates

- EPAWs 2.0 update
  - Finalizing functional elements
  - Testing Proposal/Award legacy data upload and reporting (data only, not attachments)
  - Testing New/Renewal DRAFT award integration with Workday
  - Finalizing training videos/quickcards
    - *Sneak peak:* ePAWs 2.0 Training
  - Tentative launch schedule:
    - Soft launch to NU-RES Hub clients: ~ week of 11/24/25
    - Hard launch to all users: ~ week of 1/19/26
- Join weekly Virtual Satellite Office hours with questions

Data/Systems Updates

- We need your HELP....
- EPAWs 1.0 records already submitted but still in workflow...
  - In order to get these records into ePAWs 2.0, they must be completed in ePAWs 1.0
  - As of 11/3/25...
    - 203 records still routing
      - 72 from Q2 FY26
      - 56 from Q1 FY26
      - 53 from FY25 (likely unfunded)
      - 22 from FY22-24 (probably all unfunded)
  - Senior leaders need this information to make decisions about potential future award receipts...
  - Data Team will begin reviewing NIH monthly for unfunded submissions to update the status in our systems...Records need to be completed in workflow in order for us to update the status
- *Please review your weekly transaction dashboards and help complete the workflow of already submitted proposals*

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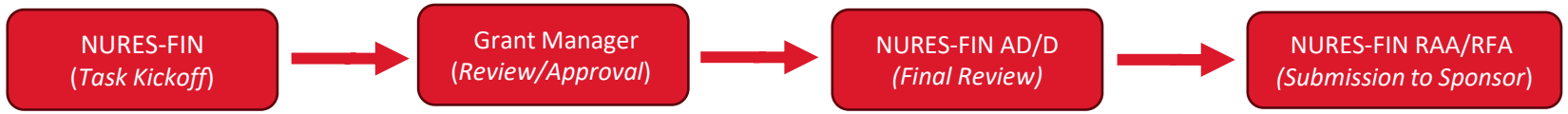
NU-RES Finance Updates – Award Tasks

- Award Task workflows impacting PIs & Research Admins
  - Milestone-based fixed-price billing
  - Final Invoice approvals
  - Financial Reporting (FFRs) approvals

- Kick-off in November
  - FFRs and Final invoices due in November and December



- Recon amounts in Workday
  - Award Budget, Award Line Amount, Award Total, Award Authorized
  - Billing limits on schedules for final invoices

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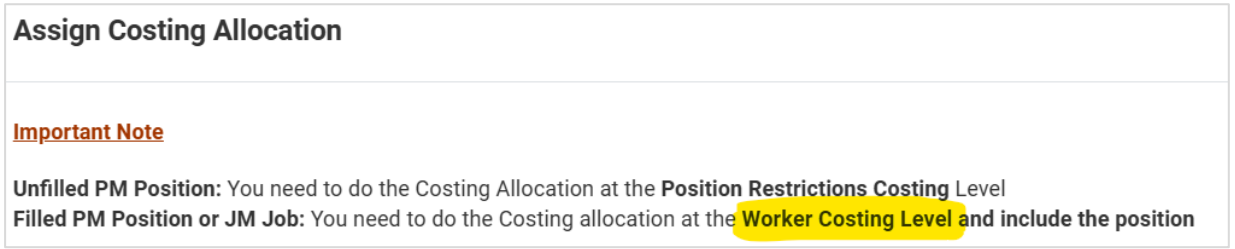
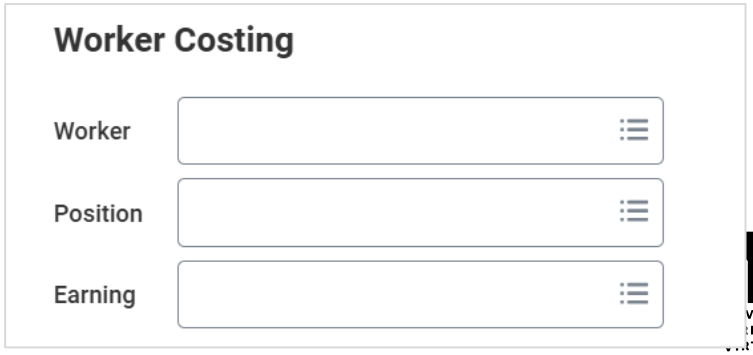
NU-RES Finance – Payroll Update

- **Final Payroll Certification FY25 March-June**
  - Typically, due back from the departments and submitted to RESFIN by November 1. Distribution of certs has been delayed due to WD/system issues tied to payroll.
  - RF will issue final certs later this month and will be due in January 2025 (final deadlines TBD).
- **Payroll Accounting Adjustments (PAA) for Terminated Employees**
  - Currently NU Payroll Accounting Partners cannot initiate PAAs for termed employees.
  - *Central Payroll* has access to submit PAA. Please request PAA via HR Service Center/Payroll ticket.
- **Changes to Costing Allocations in Workday Finance**
  - See announcement dated 8/22/25: research administrators @NU





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NU-RES Finance Updates - Workday Trainings

Workstream	Topic	Date & Time (EDT)	Session Link
General	Workday Navigation Part I	September 16, 2025 1:00PM – 2:00PM	***Recording Link***
General	Workday Navigation Part II	September 18, 2025 1:00PM – 2:00PM	***Recording Link***
Grants	Intercompany Awards	September 23, 2025 1:30PM – 2:30PM	***Recording Link***
FDM/Financial Accounting	Transaction Processing & Compliance Part I	September 25, 2025 1:00PM – 2:00PM	***Recording Link***
HR/Payroll	Transaction Processing & Compliance Part II	October 1, 2025 1:00PM – 2:00PM	***Recording Link***
Grants	Request Framework Workflows	October 14, 2025 1:00PM – 2:00PM	***Recording Link***
Grants	Grants Reports	October 15, 2025 12:00PM – 1:00PM	***Recording Link***
Grants	Award Tasks	October 29, 2025 1:00PM – 2:00PM	***Recording Link***

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NU-RES Compliance Updates

- **Research Security & Other Support Training Requirement Email Issued to Faculty**
- Effective Immediately:
  - All senior/key personnel on NIH, NSF, and DOE awards must complete required training
  - Includes PIs, Co-PIs, and senior/key personnel per award terms
- Agency-Specific Deadlines:
  - DOE awards: May 1, 2025 (Research Security)
  - NSF awards: October 10, 2025 (Research Security)
  - NIH awards: October 1, 2025 (Other Support)
- Training Details:
  - NU-RES Research Security Course 1: Foundations of Research Security
  - NU-RES assigned training by October 14, 2025, to PIs and Co-PIs on active NSF, NIH, and DOE awards and subawards
  - Notification sent via Workday Learning
  - 30-45 minutes to complete
  - Prior completions already verified in Workday
- Compliance:
  - Complete at earliest convenience
  - Non-compliance reports shared with chairs after 90 days
  - Questions: Morgan Fielding (m.fielding@northeastern.edu) | Brendan Martin (bren.martin@northeastern.edu)

NU-RES Compliance Updates

CRITICAL: Proposal Submission Requirements for NSF & DOE

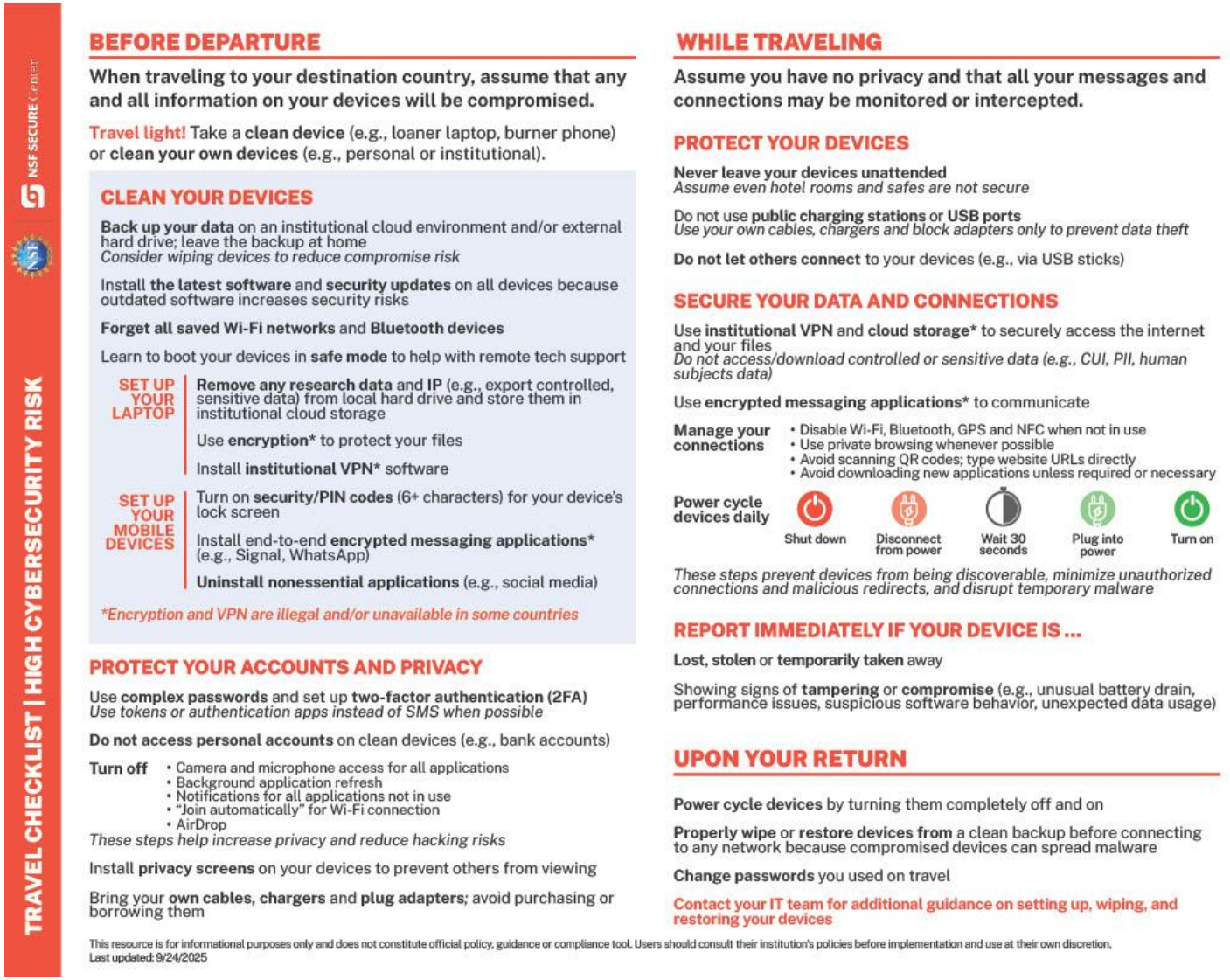
- **NSF (Notice 149):**
  - Research security training must be completed within **12 months prior** to proposal submission
  - Applies to all senior/key personnel listed on the proposal
  - Reference: https://www.nsf.gov/notices/important/important-notice-no-149-updates-nsf-research-security/in149
- **DOE:**
  - Research security training must be completed **prior to** proposal submission
  - Applies to all senior/key personnel listed on the proposal
  - Reference: https://www.energy.gov/ia/research-security-training-requirement
- **Action for Research Administrators:**
  - Verify training compliance during pre-award review
  - Ensure PIs/senior personnel complete training early in proposal development

NU-RES Compliance Updates

- Northeastern serves as the Northeast (NE) Regional Center for NSF's SECURE Center. The SECURE center works with members of the U.S. research community to create resources and tools to assist with meeting security requirements and continuing collaborative partnerships.
- The NE Regional Center has created a Foreign Travel Resource Toolkit currently housed on the SECURE website (secure-center.org). There are 4 elements to the toolkit:
  - basic travel checklist;
  - high-risk travel checklist geared towards research faculty traveling to FCOC (Foreign Countries of Concern) or working in CET (Critical and Emerging Technologies);
  - a resource guide; and
  - a sample travel briefing
- Feel free to explore the resources. For any questions, please contact Amanda Humphrey and Tessa Seales.

NU-RES Compliance Updates

High Risk Check List



NSF SECURE Center

TRAVEL CHECKLIST | HIGH CYBERSECURITY RISK

BEFORE DEPARTURE

When traveling to your destination country, assume that any and all information on your devices will be compromised.

Travel light! Take a **clean device** (e.g., loaner laptop, burner phone) or **clean your own devices** (e.g., personal or institutional).

CLEAN YOUR DEVICES

Back up your data on an institutional cloud environment and/or external hard drive; leave the backup at home
Consider wiping devices to reduce compromise risk

Install **the latest software** and **security updates** on all devices because outdated software increases security risks

Forget all saved Wi-Fi networks and **Bluetooth devices**

Learn to boot your devices in **safe mode** to help with remote tech support

SET UP YOUR LAPTOP

Remove any research data and **IP** (e.g., export controlled, sensitive data) from local hard drive and store them in institutional cloud storage

Use **encryption*** to protect your files

Install **institutional VPN*** software

SET UP YOUR MOBILE DEVICES

Turn on **security/PIN codes** (6+ characters) for your device's lock screen

Install end-to-end **encrypted messaging applications*** (e.g., Signal, WhatsApp)

Uninstall nonessential applications (e.g., social media)

**Encryption and VPN are illegal and/or unavailable in some countries*

PROTECT YOUR ACCOUNTS AND PRIVACY

Use **complex passwords** and set up **two-factor authentication (2FA)**
Use tokens or authentication apps instead of SMS when possible

Do not access personal accounts on clean devices (e.g., bank accounts)

Turn off
- Camera and microphone access for all applications
- Background application refresh
- Notifications for all applications not in use
- "Join automatically" for Wi-Fi connection
- AirDrop

These steps help increase privacy and reduce hacking risks

Install **privacy screens** on your devices to prevent others from viewing

Bring your **own cables, chargers** and **plug adapters**; avoid purchasing or borrowing them

WHILE TRAVELING

Assume you have no privacy and that all your messages and connections may be monitored or intercepted.

PROTECT YOUR DEVICES

Never leave your devices unattended
Assume even hotel rooms and safes are not secure

Do not use **public charging stations** or **USB ports**
Use your own cables, chargers and block adapters only to prevent data theft

Do not let others connect to your devices (e.g., via USB sticks)

SECURE YOUR DATA AND CONNECTIONS

Use **institutional VPN** and **cloud storage*** to securely access the internet and your files
Do not access/download controlled or sensitive data (e.g., CUI, PII, human subjects data)

Use **encrypted messaging applications*** to communicate

Manage your connections
- Disable Wi-Fi, Bluetooth, GPS and NFC when not in use
- Use private browsing whenever possible
- Avoid scanning QR codes; type website URLs directly
- Avoid downloading new applications unless required or necessary

Power cycle devices daily

Shut down · Disconnect from power · Wait 30 seconds · Plug into power · Turn on

These steps prevent devices from being discoverable, minimize unauthorized connections and malicious redirects, and disrupt temporary malware

REPORT IMMEDIATELY IF YOUR DEVICE IS ...

Lost, stolen or **temporarily taken** away

Showing signs of **tampering** or **compromise** (e.g., unusual battery drain, performance issues, suspicious software behavior, unexpected data usage)

UPON YOUR RETURN

Power cycle devices by turning them completely off and on

Properly wipe or **restore devices from** a clean backup before connecting to any network because compromised devices can spread malware

Change passwords you used on travel

Contact your IT team for additional guidance on setting up, wiping, and restoring your devices

This resource is for informational purposes only and does not constitute official policy, guidance or compliance tool. Users should consult their institution's policies before implementation and use at their own discretion.
Last updated: 9/24/2025

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Upcoming Events

- Check out any upcoming events on the **NU-RES Compliance Calendar** or the **NU-RES Calendar**. The 'Web Link' will bring you to the specific calendar entries with additional information and any applicable registration.
- **NCURA Virtual Event**
  - Continuing Education: What Works for Research Administrators?
  - Thursday, November 20, 2025, 10:00 AM - 11:00 AM EST
  - Additional Details
  - Registration Link

Upcoming Events

- **Essential Research Knowledge Series “Research Data Management” (Virtual RCR Session)**
  - Wednesday, November 5, 2025, from 1:00 PM – 1:30 PM EST
  - Web Link
- **Essential Research Knowledge Series “Privacy Concerns with AI in Research” (Virtual RCR Session)**
  - Thursday, November 13, 2025, from 1:00 PM – 1:30 PM EST
  - Web Link
- **Navigating the Ethical Landscape of Academic Publishing: A Comprehensive Workshop (Virtual RCR Workshop)**
  - Monday, November 17, 2025, from 12:00 PM – 1:30 PM EST
  - Web Link
- **Essential Research Knowledge Series "Contracting Hot Topics in Research- Part 1" (Virtual RCR Session)**
  - Wednesday, December 10, 2025, from 1:00 PM – 1:30 PM EST
  - Web Link

NU-RES and You!

Thank You!

See you in December!

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