







Research Administration Lunch & Learn

May 19, 2016



AGENDA

-  **Staffing Update**
-  **Internal Deadline Reminder**
-  **CITI Clarification**
-  **Award Budget Obligation Template**
-  **Funding Agency Updates**
 -  **Forms D/Coeus Updates**

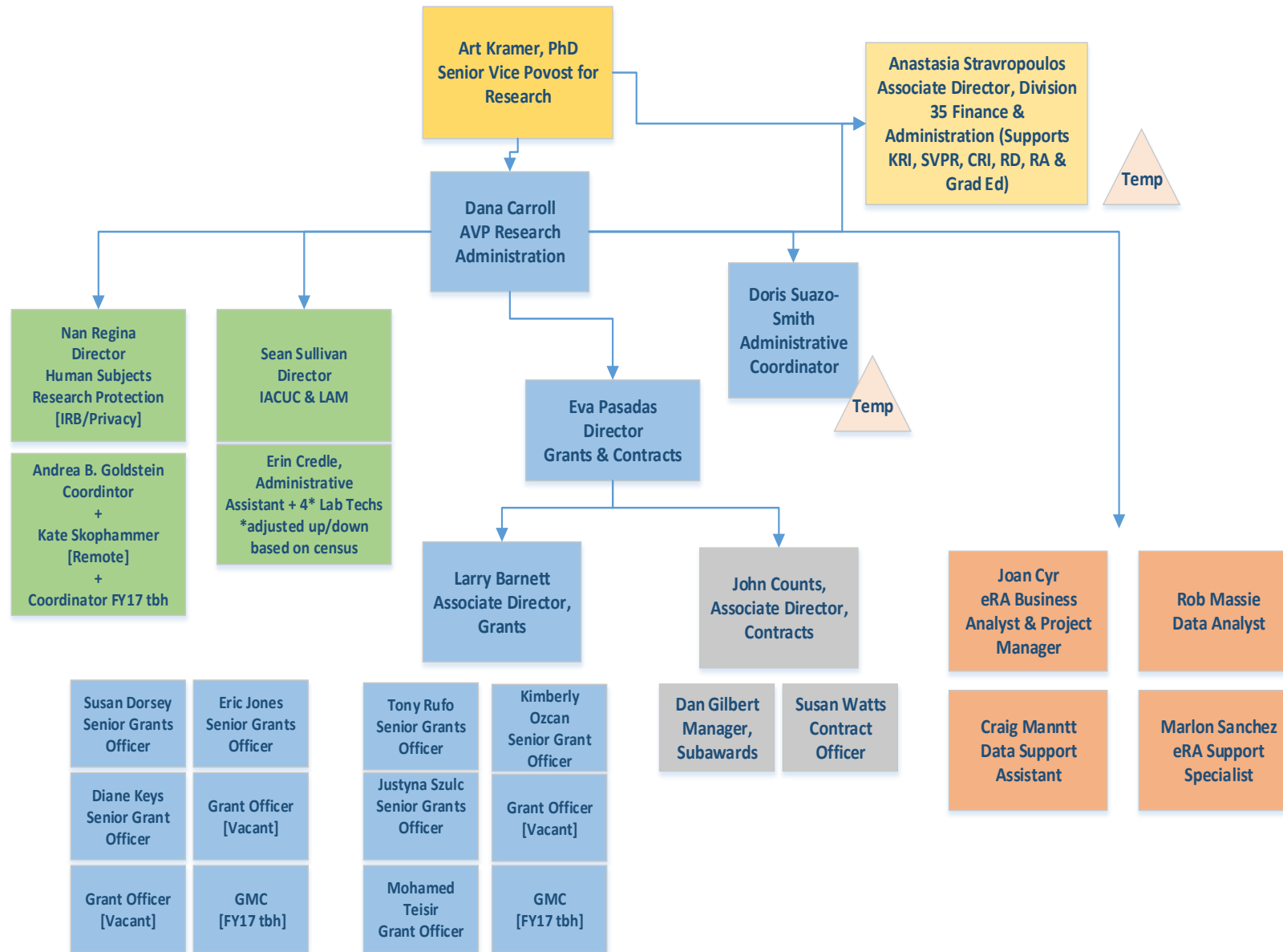
Staffing Update

Justyna Szulc
Senior Grant Officer
Arrives May 20



Craig Mannett
Grant Officer
Arrives June 1

Northeastern University



Award Budget Obligation Template

PI: _____
 Sponsor: _____
 IP#: _____

Sponsor Award #: _____
 Grant #: G - 0000
 Fund #: _____

Research Admin. Contact: _____
 Research Finance Contact: _____

Obligation Period: Start Date _____ End Date _____

KEY PERSONNEL	ROLE	INST. BASE SALARY	DHHS Salary Cap (Y/N)	SALARY Amount Requested	8 Acd Mos	3.2 Sum Mos	12 Mos Appt	FRINGE BENEFITS Amount Requested	TOTAL SALARY PLUS FRINGE	
	PI			\$0				\$0	\$0	
	Co-PI			\$0				\$0	\$0	
	Co-PI			\$0				\$0	\$0	
	Co-PI			\$0				\$0	\$0	
	Co-PI			\$0				\$0	\$0	
	Other			\$0				\$0	\$0	
Other Personnel										
0	Post Doc			\$0				\$0	\$0	
0	Graduate			\$0				\$0	\$0	
0	Undergrad			\$0				\$0	\$0	
0	Other			\$0				\$0	\$0	
									Personnel Costs	\$0

CONSULTANT COSTS - Professional Services Other - 74800

Name:		\$0	
Name:		\$0	
		Consultant Costs	\$0

Capital EQUIPMENT (Greater than \$5000)

73003 - Lab		\$0	
73005 - Computers		\$0	
73012 - Fabr Equip.		\$0	
		Capital Equipment	\$0

Other Direct Costs

74517 Tuition	Excluded from base	\$0	
73041 Telephone Charges		\$0	
73201 Subscriptions		\$0	
73201 Subscriptions		\$0	
78001 Special Services		\$0	
		Other Direct Costs	\$0

TRAVEL - 73021

Domestic Travel		Foreign Travel		
\$0		\$0		
			Travel	\$0

PARTICIPANT SUPPORT COSTS

73003 - Stipends		\$0	
73005 - Other		\$0	
Number of Participants:		0	
		Part. Support Costs	\$0

CONSORTIUM/SUB-AWARD COSTS - 78501/78502/78503/78504

	Direct Cost	F&A	Total	
1st Sub Institution	\$0	\$0	\$0	
2nd Sub Institution	\$0	\$0	\$0	
3rd Sub Institution	\$0	\$0	\$0	
4th Sub Institution	\$0	\$0	\$0	
			Sub-Awards	\$0

COST-SHARE	Type	Percent	Source	Account
TOTAL Cost-Share		0%	Provost	
\$0.00		0%	PI/Salary Reduction	
		0%	Select College	
		0%	Select College	

TOTAL Direct Costs \$0
IDC Base **MTDC** \$0
 Adjusted for first \$25,000 on Subawards
TOTAL F&A Costs \$0
On-Campus 54.5%
TOTAL AWARD OBLIGATION: \$0

Internal Deadline Reminder

- RA has moved away from requiring the 5 Day Written Waiver to an **Assumption of Risk** approach.
- If RA receives the *streamline application* (abstract, budget, budget justification) received **after** RA's internal deadline (3 business days prior to agency deadline with *final* application by **noon** the business day prior to agency deadline), GO will submit proposal, however:
 - Time constraints may limit ability to fully review and RA cannot guarantee an error-free submission.
 - If, upon full review, there are institutional commitments/agreements (cost sharing, credit splits) that cannot be honored, application is subject to administrative withdrawal/adjustment.

CITI Clarification

CITI is currently used for Responsible Conduct of Research training and Financial Conflict of Interest (FCOI) training.

Required training to obtain approval of Human Subjects Protocol:

From the NU HSRP site, follow link to NIH Training Site -

- <https://phrp.nihtraining.com/users/login.php>

Use the NIH training regardless of funding source, including unfunded

Northeastern University *Human Subject Research Protection*

 HSRP Content All Research Content[HSRP HOME](#)[ABOUT](#)[IRB](#)[FORMS](#)[GET STARTED](#)[POLICIES](#)[FAQ](#)[CONTACT](#)[RESEARCH HOME ▾](#)

Human Subject Protection Training

[Research Home](#) ▶ [Human Subject Research Protection](#) ▶ [Human Subject Protection Training](#)

Required Training for Researchers

Under the direction of the [Office of the Vice Provost for Research](#), Northeastern University requires completion of training on the protection of human subjects and the ethical principles of research for all human subject research, regardless of whether or not investigators have received funding to support their project. **This training is mandatory for all faculty, staff, and students who conduct/supervise research involving human subjects whether on campus or off-campus, whether funded or unfunded.**

Documentation of training must be on file with the Office of Human Subject Research Protection. HSRP will accept documentation of human subject protection training from other institutions. If you have not yet completed some type of human subject protection training, the NIH Office of Extramural Research offers a free online course titled "Protecting Human Research Participants," which can be accessed at the following url:

<http://phrp.nihtraining.com/users/login.php>

Once you have completed the online training course, please forward a copy of your training certificate to Nan Regina, Director of HSRP at email: n.regina@neu.edu, fax: 617.373.4595, or campus: 490 RP. The certificate can be sent as a screen shot, pdf, via fax or in hard copy.

Protecting Human Research Participants

NIH Office of Extramural Research

NIH Office of Extramural Research

User Login / Registration

Returning Users

Email:

Password:

Log In

[Having trouble logging in?](#)

New to PHRP Course

If you are entering the course for the first time, you must complete a [registration form](#) to register a new account before proceeding.

Registration

Registration is free.

CME Credit is Available for PHRP

Continuing Medical Education (CME) credit is available for successfully completing PHRP. For more info visit the [CME Info page](#).

¡Sí!

To access the Spanish version of the course, please click on "Español" in the upper right.

NIH & AHRQ Changes to Proposal Preparation Guide 2016 Phase II

Review NOT-OD-16-004, NOT-OD-16-081 for complete information

Planned Enrollment & Cumulative Enrollment Forms

- Combines Planned Enrollment Report and Cumulative Inclusion Enrollment Report forms into a single form
 - <http://www.northeastern.edu/research/coeus/resources/quick-cards/>
 - Use Internet Explorer for best results!

Rigor & Transparency

- Reminder:
 - Changes to **Institutional Training and Individual Fellowship** applications will be implemented **FY17**
 - Until that time, applications for Training/Fellowship **do not** use the new “**Plan for the Instruction in Methods for Enhancing Reproducibility**” attachment or **Authentication of Key Biological and/or Chemical Resources** attachment unless specifically requested in FOA.

NIH & AHRQ Upcoming Changes to Proposal Preparation Guide 2016 Phase II

Review NOT-OD-16-004, NOT-OD-16-081 for complete information

Career Award (“K”) Series: Citizenship

- Must be added by Grant Officer in the Coeus Institute Proposal record
- C - US Citizen or non citizen national
- A - Non US citizen with temporary US visa
- N - permanent US resident
- P - permanent resident of the US - pending
- **B - Not Residing in the U.S.**

NIH & AHRQ Upcoming Changes to Proposal Preparation Guide 2016 Phase II

Review NOT-OD-16-004, NOT-OD-16-081 for complete information

New Attachment Types:

- Data Safety Monitoring Plan
- Authentication of Key Biological and/or Chemical Resources

Career Award (“K” Series)

- Candidate Information and Goals for Career Development

Year -End Social Today!



3pm-5pm

West Addition

Curry Student Center

bring your ID

