

# Research Administration Brown Bag Series

November 2019



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-  **NU-RES Portfolio Updates**
-  **NSF Training**
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-  **Closeout**
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# Cost Share

- **NU-RES has been working with colleges to update and clarify the cost share documentation needed at the proposal / award acceptance stages**
- **Remember this?**


**Northeastern**
**Research Administration & Finance**  

**PROPOSAL PROCESSING FORM**

### COST SHARING

If you checked "Yes" in Block 24, complete the following: list the dollar amount of cost sharing commitment contributed by the units shown below, the index numbers and line items from which the commitment is made, and provide the appropriate signatures of chairs, deans, etc., committing the funds to the project if an award is made. On page 3 of this form please complete the "Explanation of Cost Sharing" section, describing the details of the cost-sharing arrangement. Please see the NU cost share policy at [www.northeastern.edu/research/policies](http://www.northeastern.edu/research/policies).

**Principal Investigators please note:** if you anticipate that the funding agency's award on your proposal will be made at a time later than that given in the "Commitment Valid Until" column, it will be your responsibility to request an extension of time for that commitment from the department, dean, etc., to ensure that the commitment will not expire.

	Specify Dept. or College	\$ Amount	Index # & Line Item	Commitment Valid Until (Date)	Authorized Signature & Date
Department	Physical Therapy	\$ 9,866		5/1/2015	<i>Maura Hill</i> 11/5/2012



# Cost Share

- The tool has multiple functions/macros for ease of entry
- For data collection, only the Cost Share Approval Tab info is needed for GO Review/entry into Data Warehouse
- Users decide - manually fill this table, or utilize built-in macros
- Demo of Cost Share Template macros – Juan Carlos Hincapie COE



## **NU-RES Portfolio Update**

- Welcome to Brooks Hill-Whilton, Contracts Officer
- Brooks will be taking over the industry agreements portfolio
- Grant & Contract Officer routine review and re-distribution completed and effective 11/1

# NSF Training

- Annual, required training for NU personnel participating on any NSF award or administratively overseeing / supporting any NSF award (NSF Relevant Employees) are required to complete the annual NSF Training requirement
- That means you!
- Online or in person options (in person includes free lunch)
- Online module can be accessed at: <https://research.northeastern.edu/nures/compliance/nsf-compliance/nsf-training/>

# NSF Training

- Remaining in-person sessions are listed below. Sign up by emailing [nsftraining@northeastern.edu](mailto:nsftraining@northeastern.edu)
- **NSF Live Trainings**
  - Monday, November 25, 2019 12:00 PM – 2:00 PM 340 Curry
  - Monday, December 2, 2019 12:00 PM – 2:00 PM 340 Curry
  - Monday, December 16, 2019 12:00 PM – 2:00 PM 340 Curry
  - Wednesday, December 18, 2019 12:00 PM – 2:00 PM 340 Curry
  - Wednesday, January 08, 2020 12:00 PM – 2:00 PM 344 Curry
  - Monday, January 13, 2020 12:00 PM – 2:00 PM 340 Curry
  - Thursday, January 23, 2020 12:00 PM – 2:00 PM 344 Curry
  - Monday, January 27, 2020 12:00 PM – 2:00 PM 340 Curry



## FY20 Fringe Benefit Rate

Fully Benefited Employee	25%
Temp/Part-Time Employee	7.65%

- This change has been made in Banner starting November 2019 for the first monthly payroll run and going forward
- Begin using this rate in proposals **and** award obligation budgets immediately
- The rate agreement is still pending with CAS and will be released when available
- Please note that there will not be a retroactive adjustment processed for July-October for the variance

## Closeout Process

- NU-RES went through Kaizen team building project over the summer
- Two mixed teams comprised of NU-RES admin and finance staff
- Leaders: Kelly Basner and Morgan Fielding
- Final SOP on Closeout Project webpage
- <https://research.northeastern.edu/nu-res/lifecycle-management/closeout-project/>

## Limited Submission

- Limited Submissions go through Research Development (Karen Drew's Office)
- Please ensure faculty follow process so they are not disappointed if they have a submission and it is declined because the institution submitted its proposals
- <https://www.northeastern.edu/resdev/limited-submissions/>

## Routing T-Forms in ePAWS

- Some instances where SRA agreement and T-form are routed in ePAWS with the proposal and not emailed to the mailbox
- These are two separate workstreams managed by two different systems, one electronic and one manual
- Please email the agreement T-Form to [nu-res@northeastern.edu](mailto:nu-res@northeastern.edu)
- You are welcome to also upload to ePAWS, but it does need to go to the mailbox in order to be logged, the GOs do not log the agreements

# Satellite Hours

- Per request, we have added the NU-RES representatives to the calendar for the satellite hours, so you know who will be at which office hours
  - Tuesdays – moved from Cabot Team room to Curry 336 starting 11/19
- See <https://research.northeastern.edu/nu-res/events/month/>
- Would it be helpful to send out a meeting invite on the list serv?
  - Not be updated with the representative names
  - Linked to the calendar and you can click through to see the names

# Website walk through

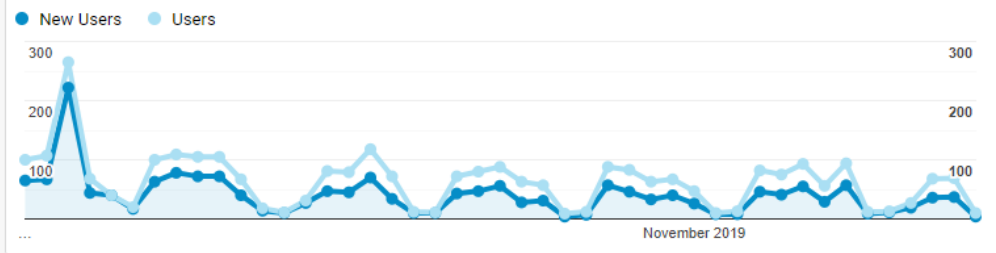
- Tour of the new **NU-RES** website
  - <https://research.northeastern.edu/nu-res/>
  - *Shortcut: neu.edu/nu-res*

## Website walk through

Pageviews and Avg. Time on Page by Page

Page	Pageviews	Avg. Time on Page
/nu-res/	1,454	00:00:59
/nu-res/contact/	430	00:02:48
/nu-res/all-resources/	426	00:01:36
/nu-res/lifecycle-management/develop-proposal/proposal-prep/epaws-1-0/	353	00:04:46
/nu-res/policies-guidelines/	317	00:01:30
/nu-res/faqs/	314	00:01:24
/nu-res/compliance/nsf-compliance/nsf-training/	250	00:02:00
/nu-res/lifecycle-management/develop-proposal/proposal-budget-forms-and-templates/	159	00:01:16
/nu-res/introducing-nu-res/	123	00:00:56
/nu-res/compliance/responsible-conduct-of-research/calendar/	119	00:01:14

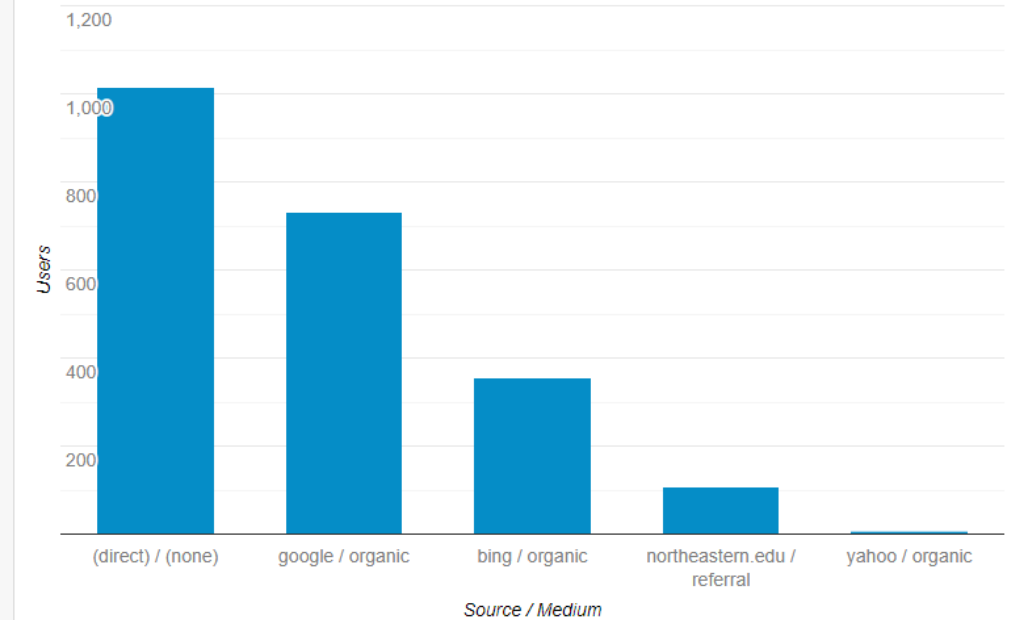
New Users and Users



Sessions by Browser

Browser	Sessions
Chrome	2,086
Internet Explorer	462
Safari	284
Firefox	281
Edge	147
Android Webview	9

Users by Source / Medium



## NSF Research.gov Additional Functionality

- Effective 10/28/19 - enhancement to simplify submission of proposals with subawards
- Proposals in progress can be easily changed from a collaborative submission with subs to a non-collaborative, and vice versa
- Can be done after a proposal has been initiated (but not yet submitted)
- See email sent to listserv 11/4/19 and on NU RES News website



# Thank You!

## Happy Thanksgiving!

