

# Research Administration Brown Bag Series

September 13, 2022



**Northeastern  
University**

# Agenda

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- Welcome Back!
- NU-RES Admin Updates
- Agency Updates
- NU-RES Finance Updates
- Finance Portfolio Assignments
- Effort & PDC deadlines
- NU-RES Compliance Updates
- Upcoming Events

# NU-RES Admin Updates

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- Welcome to new NU-RES/College team members!
  - Dziyana Aydin – lead eRA Administrator/System Manager
  - Whitney Schorr - Sr Contracts & Subawards Officer, NU-RES Hub
- NU-RES Personnel Updates
  - Rick Alves to OGC
  - Marlon Sanchez leaving NU

# Introductions!

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- College new team members...Please tell us a little bit about yourself..
  - Name?
  - Your new department and role?
  - Where you worked last?
  - Hobby?

# NU-RES Admin Updates

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## NSF Updates – hot off the presses – January 2023:

### PAPPG (NSF 23-1) Proposed Revisions

- Biographical Sketch and Current and Pending Support - SciENCv Implementation
  - Fillable formats and SciENCv will continue to be available
  - Certification language will be incorporated into both formats
  - **October 2023 – submission via SciENCv becomes required**

### FastLane Proposal Preparation and Submission Decommissioning Deadlines

<i>Action</i>	<i>Deadline</i>
<b>SUBMIT NEW</b>	
Last day to <u>submit</u> <b>new proposals</b> in FastLane	Friday, January 27, 2023 (5:00 PM submitter's local time)
<b>EDIT EXISTING</b>	
Last day to <u>submit</u> <b>proposal file updates/ budget revisions</b> in FastLane	Friday, September 29, 2023 (5:00 PM submitter's local time)
<b>VIEW EXISTING</b>	
Last day to <u>download</u> <b>FastLane submitted proposals</b> and print <b>FastLane in-progress proposal PDFs</b>	Friday, September 29, 2023 (11:00 PM Eastern Time)

# NU-RES Admin Updates

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## NIH Updates:

- [NOT-OD-22-189: Implementation Details for the NIH Data Management and Sharing Policy](#)
  - Affects grant and cooperative agreement applications submitted for receipt dates on or after January 25, 2023.
  - Data sharing plans and genomic data sharing plans no longer submitted to the “Resource Sharing Plan(s)” field.
  - New “Other Plan(s)” field will be added to FORMS-H forms to collect a single PDF attachment of DMS Plan.
  - An optional Data Management and Sharing Plan format page will be provided to assist applicants with preparation. [Preview version](#) of this page is available now.

# NU-RES Admin Updates

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## NIH Updates - continued:

- [NOT-OD-22-189: Implementation Details for the NIH Data Management and Sharing Policy](#)
  - Requested direct costs to support the DMS Plan must be indicated as “Data Management and Sharing Costs” in budgets as follows:
    - R&R Budget Form: single line item in section F. Other Direct Costs.
    - PHS 398 Modular Budget Form: as text embedded within the Additional Narrative Justification.
  - A brief summary of the DMS Plan and a description of the requested Data Management and Sharing Costs must be included within the budget justification attachment.
  - Program staff will review DMS Plan, unless sharing data is integral to the project design and specified in the FOA.

# NU-RES Admin Updates

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## NIH Updates - continued:

- [NOT-OD-22-189: Continued](#)
  - [Research Covered Under the Data Management & Sharing Policy](#): all research, funded or conducted in whole or in part by NIH, that results in the generation of scientific data.
    - Extramural (grants)
    - Extramural (contracts)
    - Intramural research projects
    - Other funding agreements
  - The DMS Policy does not apply to research and other activities that do not generate scientific data, for example: training, infrastructure development, and non-research activities.



# NU-RES Admin Updates

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## NIH Updates - continued:

- [NOT-OD-22-190: Adjustments to NIH and AHRQ Grant Application Due Dates Between September 22 and September 30, 2022](#)
  - Grants.gov will use this time to migrate their services to the Cloud.
  - NIH & AHRQ due dates that fall on or between 9/22/2022 & 9/30/2022 will move to 10/3/2022.
  - Applicants submitting under Continuous Submission policy should consider this downtime when planning their submission. AIDS deadline remains Oct. 3.
  - 2-week window associated with Late Application Policy calculated from original due dates.
  - Two-day viewing window in Commons will function as normal for applications submitted through Grants.gov. Applicants are reminded to reject application in Commons, if a corrective submission is planned prior to Oct 3.
  - [Grants.gov Community Blog](#)
  - [NIH FAQ's](#)

# NU-RES Admin Updates

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## NIH Updates - continued:

- [NOT-OD-22-195: New NIH "FORMS-H" Grant Application Forms and Instructions Coming for Due Dates on or after January 25, 2023](#)
  - Key Change is the “Other Plan(s)” attachment field for DMS Plan.
  - New FOAs will be posted with FORMS-G and/or FORMS-H packages, as appropriate, beginning October 25, 2022.
  - New FOAs posted before October 25, 2022 with initial due dates on or after January 25, 2023 will be posted without forms until updated forms are available. Application packages will be added to these FOAs by November 25, 2022.
  - All active Parent and IC-issued FOAs with due dates on or after January 25, 2023 will be updated to add FORMS-H application packages between October 25 and November 25, 2022 with all application forms packages posted 30 calendar days or more prior to receipt dates.

# NU-RES Admin Updates

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## NIH Updates - continued:

- [NOT-OD-22-195: New NIH "FORMS-H" continued](#)
  - For a transition period, both FORMS-G and FORMS-H application packages will be active simultaneously. Applicants must choose the appropriate package for their due date (see table below).

If your intended due date is...	You must use...
On or before January 24, 2023, including: <ul style="list-style-type: none"> <li>• Applications submitted for due dates on or before January 24, 2023</li> <li>• Applications submitted under <a href="#">NIH Late Policy</a> 2-week window of consideration for intended due dates on or before January 24, 2023</li> <li>• Applications submitted by February 1, 2023 under <a href="#">NIH Continuous Submission Policy</a> for the January 7, 2023 AIDS intended due date</li> </ul>	FORMS-G application package
On or after January 25, 2023, including: <ul style="list-style-type: none"> <li>• Applications submitted for due dates on or after January 25, 2023</li> <li>• All application types (New, Resubmission, Renewal, Revision)</li> <li>• Applications submitted early for intended due dates on or after January 25, 2023</li> </ul>	FORMS-H application package

# NU-RES Admin Updates

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## NIH Updates - continued:

- [NOT-GM-22-045: Notice of Increase to NIGMS K99 Support Levels](#)
  - Salary Support: Up to \$75,000 plus fringe benefits per year (previously \$60,000). Must be consistent with effort committed to the award and institutional compensation policies.
  - Research Support: Up to \$25,000 per year (previously \$20,000).
  - Total Cost: Mentored phase (K99) may not exceed \$125,000 per year (previously \$100,000).
  - Total cost maximum of \$249,000 per year for the R00 phase is unchanged.
  - This change in support levels provided for the K99 phase will become effective with the FY2023 start date of new (competing) awards, and with the FY2023 anniversary of the start date for non-competing awards.
  - Applications submitted on or after the October/November 2022 application due dates should utilize these new support levels.

# NU-RES Admin Updates

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## Reminder:

- NU-RES is official liaison between NU and Sponsors.
  - Transactions requiring prior approval from sponsor should be reviewed/approved by NU-RES.
  - If PI communicates and receives approval directly from sponsor, NU-RES must be notified.
  - Examples: Leave of Absences, No Cost Extensions, Changes in Scope of Work.



# NU-RES Admin Updates

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## New F&A Rate Agreement:

- Effective as of 7/28/2022.
- Look at the start date of the budget period and where it falls in the below grid and then use that rate for the full year.

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
Final	7/01/2020	6/30/2022	57.00	On-Campus	Research
Pred.	7/01/2022	6/30/2023	57.00	On-Campus	Research
Pred.	7/01/2023	6/30/2024	59.50	On-Campus	Research
Pred.	7/01/2024	6/30/2025	60.00	On-Campus	Research
Final	7/01/2020	6/30/2022	26.00	Off-Campus	Research
Pred.	7/01/2022	6/30/2025	26.00	Off-Campus	Research



# NU-RES Admin Updates

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## New F&A Rate Agreement:

- Budget example
- A 5-year project has budget periods that run from March 2023 – Feb 2028.

## Budget Periods:

03/01/2023-02/28/2024

03/01/2024-02/28/2025

03/01/2025-02/28/2026

03/01/2026-02/28/2027

03/01/2026-02/28/2027

We would keep this rate for the full 12 months:

57%

59.5%

60%

60%

60%

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
Final	7/01/2020	6/30/2022	57.00	On-Campus	Research
Pred.	7/01/2022	6/30/2023	57.00	On-Campus	Research
Pred.	7/01/2023	6/30/2024	59.50	On-Campus	Research
Pred.	7/01/2024	6/30/2025	60.00	On-Campus	Research
Final	7/01/2020	6/30/2022	26.00	Off-Campus	Research
Pred.	7/01/2022	6/30/2025	26.00	Off-Campus	Research



# NU-RES Admin Updates

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## New F&A Rate Agreement:

- Budget example
- A 3-year project has budget periods that run from June 2023 – May 2026.

## Budget Periods:

06/01/2023-05/31/2024

06/01/2024-05/31/2025

06/01/2025-05/31/2026

We would keep this rate for the full 12 months:

57%

59.5%

60%

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
Final	7/01/2020	6/30/2022	57.00	On-Campus	Research
Pred.	7/01/2022	6/30/2023	57.00	On-Campus	Research
Pred.	7/01/2023	6/30/2024	59.50	On-Campus	Research
Pred.	7/01/2024	6/30/2025	60.00	On-Campus	Research
Final	7/01/2020	6/30/2022	26.00	Off-Campus	Research
Pred.	7/01/2022	6/30/2025	26.00	Off-Campus	Research





# NU-RES Admin Updates

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COMING SOON: Updates to the AIR to AOS setup process. Some changes we plan to implement include:

- Congratulations email and AIR request email are being combined into one:
  - Will reduce number of emails RA generates for award setups.
  - RA will no longer fill out a transaction form for the AIR request, the request for the AIR will be embedded right in the email.
  - By cc'ing RF, they will have a better understanding of pending items, particularly if budget(s) are requested.
- Routing final award package to relevant stakeholders:
  - RA will no longer email final award package to RF asking "to process" it. Instead, we will be sending the final award package to all relevant stakeholders (PI, dept admin, RF, etc.) indicating that the compliance review of the package has been completed and attaching the package for their records.
  - At this point the award will be marked as complete on the RA tracking log.
  - If upon their final review, RF makes any changes to Banner, they will inform the relevant stakeholders once the changes are complete.



# NU-RES Admin Updates

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## Affiliations/Attribution reporting

- If Institute or Center does not exist in Banner, it cannot be included in Golden reports
  - While we know within which college they are supported, Cognos uses the Banner DIVISIONS to join our data
  - If there is no match in Banner to what we provide, it will not show any dollars in the Golden Reports
- We are creating a stand-alone report of our Institutes and Centers, for both proposals and awards, and using the affiliation percentages to calculate an attributable amount

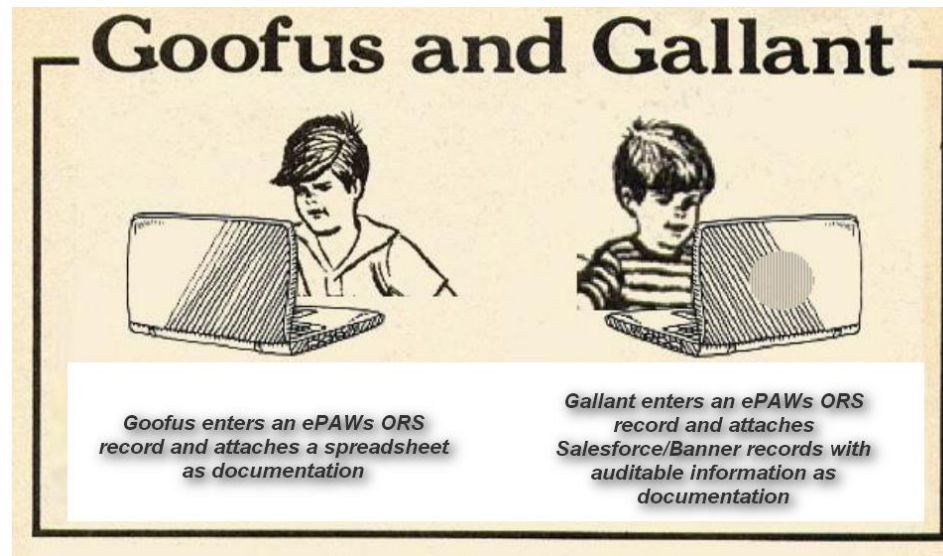


# NU-RES Admin Updates

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Other Research Support (ORS)...an ALL YEAR event!

- ORS *can and should* be inserted in ePAWs throughout the year, when you have the information at your fingertips
- Don't wait until year-end...difficult to quickly find adequate supporting documentation...Grant Officers will return records with inadequate documentation



ORS Instructions

# NU-RES Admin Updates

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- Sponsor Requests for ePAWs
  - When requesting the addition of sponsor/organization addresses to ePAWs, please make sure the address provided is correct;
  - NU-RES Help Center will be further verifying them going forward, and if there are inconsistencies, may delay building the sponsor/organization

# Welcome new NU-RES Finance team members!

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Clarissa Kennedy – Research Finance Coordinator

- Communication to Research Community includes Closeout notifications, NCE processing, fund kick outs, AOS updates

Sami Reed – Accounts Receivable Coordinator

- Check deposits, payment assignments, cash applications, cash management communications
- Working on portfolio redistribution, this will be reflected soon on the contacts list
- <https://research.northeastern.edu/nu-res/all-resources/>

# F&A Rates for Active Awards

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- The rate that is awarded with your agreement/contract will remain the rate that is used
- We will not make a blanket increase across the whole portfolio, rate increases will be based on the agreements
- Rates will begin to change starting 7/1/2023 when new/incremental agreements come in
- Once the rates change on a fund, we will not go back to an older rate

Example:

Fund 500XXX Budget begins 3/1/2023, currently at 57%

Rate will flip to 59.5% on 3/1/2024, based on budget period start date

Expenses charged after 3/1/2024 will be charged the 59.5%

# Deadline Reminder - Final Reporting / Invoicing

## NSF Cancelling appropriations

- Annual deadline for NSF FY end is Sept 23rd (*ACM\$ is down Sept 23rd to Oct 3rd*)
- Final draw for canceling appropriations will be submitted by **Sept 20th**
- **Final recon for canceling awards due to RFAs by Sept 15th**

Appropriation	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
FY16/17 Research	1	2	1	2	3	4	5			
FY17/18 Research		1	2	1	2	3	4	5		

■ Budget Authority **AVAILABLE** (allowed to make new obligations)  
■ Budget Authority **EXPIRED** (allowed to adjust or liquidate existing obligations – NO NEW OBLIGATIONS)  
■ Budget Authority **CANCELLED** (NO OBLIGATIONS OR OUTLAYS/EXPENSES)

## Regular Recon Deadlines

- Federal FFR & NSF Recon deadline = 90 days after project end date
  - *Final LOC draw due within 120 days or funds expire*
- Final invoice deadline = 60 days after budget period end date

# Upcoming Deadlines – Effort & PDCs

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- Research Annual Certification Reports (Time & Effort) will be generated following the September monthly close (scheduled for October 7th).
- Submit final round of effort adjustments for FY22 before the September close:
  - PDCs must reach Research Finance queue by **Tuesday, September 20th**.
  - PDCs must reach HR queue for final entry by **Monday, September 26th**.
  - **"Banner" PDC form (for pay periods < 12/31/2021) will be disabled in K2.**
- FY22 Annual Certification Reports:
  - RF will distribute to department contacts the **week of October 10th**.
  - Completed/signed certifications will be due **Tuesday, November 1st**.
  - Learn More session coming soon!

*Please contact Fred Crompton or Fiorella Chavez with any questions.*



# Cognos Paycheck Date Variance

- ITS working on a fix for "paycheck dates" that are showing up as "1/1/1900" in Payroll Distribution Reports.
- This impacts ~160 grants.
- While the paycheck dates are off, the employee information is correct and charges are for "Workday" pay periods in FY22 (Jan-June 2022).

**N** Northeastern Insights360 **Research Payroll Distribution Report (Banner and Workday)**

Report Date: Aug 24, 2022  
 Date Type: Transaction Date Date Range:   
 Grant(s): All Fund(s):   
 Account(s): All

Grant Code	Fund Code	Division Full Description	Last Name	First Name	Transaction Date	Pay Check Date	Pay Run ID	Adj
G000i						1/1/1900	2022-SM-1	Original
G000i						1/1/1900	2022-SM-1	Original
G000i						1/1/1900	2022-SM-2	Original
G000i						1/1/1900	2022-SM-2	Original
G000i						1/1/1900	2022-SM-3	Original
G000i						1/1/1900	2022-SM-3	Original
G000i						1/1/1900	2022-SM-11	Adjusted
G000i						1/1/1900	2022-BW-12	Adjusted
G000i						1/1/1900		Adjusted
G000i						1/1/1900		Adjusted

*Please contact Chelsea Dean or Fiorella Chavez with any questions.*

# Compliance Team Updates

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- New Initiatives:
  - Northeastern Research Allowability Advisory Panel
    - Webpage [Northeastern Research Allowability Advisory Panel](#)
    - [Submit Inquiry](#)
  - NU-RES LinkedIn Page
  - Quarterly Newsletter
    - Target Launch Date: January 2023
    - Over the Fall 2022 Academic Semester, an open-ended Qualtrics will be setup for individuals to opt-in to receive the Newsletter.
    - Topics: Big-picture research administration, biosafety, IRB, IACUC, RCR, pre/post award news, research security, federal policy releases, news releases at other NU campuses, "Hidden Heros", "PI Spotlight", and others.

# Upcoming events Calendar

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- [Virtual Satellite Office Hours](#), Thursdays 1:30-2:30pm
- Learn More Session, Thursday, September 15 from 12:00PM – 12:45PM
- **RCR Training – Research Misconduct**
  - Wednesday September 28 from 12:00PM – 2:00PM (Remote)
- **RCR Training - Grant Financial Management**
  - Wednesday October 5 12:00PM – 2:00PM (Remote)
  - [RCR Training Calendar Sign-Up](#)
- [Digital Persistent Identifier Workshop Series](#)
  - In-Person: October 12 from 12:00PM – 12:45PM in Curry Room 440  
November 16 from 9:30AM – 10:15AM in Curry Room 346
  - Remote: October 17 from 9:30AM – 10:15AM  
December 5 from 12:00PM – 12:45PM

NU-RES and You!

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Thank You!

See you in October!

