

Research Administration Lunch & Learn

March 2018





Research.gov changes



NSF Account Management System



Proposal Prep & Award Reminders



ePAWS developers onsite



List Servs



Form Updates (until ePAWS 2.0 goes live!)



Glossary, coming soon!



Service Agreements, Reminder

Research.gov: New Functionality

- Use of proposal submission function (for non-collaborative proposals) begins **April 30**
- NSF is asking users to test now in Production all the way to submission
 - System is in test-mode only- submission is not live
 - ORA is testing Research.gov
- Great news:
 - Easy to navigate
 - Validations on the fly.
- Other Authorized User (OAU) role is a helpful fix for department admins
- Come April 30, 2018, all testing data in the Production system will be wiped out
- Collaborative proposals are not part of the April 2018 launch, but will be in a subsequent launch

NSF Account Management System

- Effective **March 26, 2018**, NSF is introducing a new **centralized and streamlined account registration process** in Research.gov that will:
 - Provide each new user with a single profile and unique identifier (i.e., NSF ID) for signing in to FastLane and Research.gov for proposal and award activities.
- **New Functionality** will:
 - Allow users to create and self-manage accounts, including personal information and role requests;
 - Eliminate the need for organizational Administrators to create accounts and maintain profile information for their users, allowing Administrators to focus on managing roles for their organizations through a dashboard with functions to approve, disapprove, assign, and remove roles; and
 - Replace the existing FastLane and Research.gov account management functions.

**Additional Info will be sent by email to the community after today's session*

Proposal Prep & Award Reminders

- 2018 Executive Level II Salary Cap is \$189,600 ([NOT-OD-18-137](#))
- **Consultants** included in proposal/award budget:
 - NIH SF424 Guide section G.400:

For consultants, letters should include rate/charge for consulting services and level of effort/number of hours per budget period anticipated. In addition, letters ensuring access to core facilities and resources should stipulate whether access will be provided as a fee-for-service.

- NSF PAPPG Chapter II.C.2(g)(vi)(c):

and when not contingent upon recovery of costs from the Federal government. Anticipated services must be justified and information furnished on each individual's expertise, primary organizational affiliation, normal daily compensation rate, and number of days of expected service. Consultants' travel costs, including subsistence, may be included. If requested, the proposer must be able to justify that the proposed

- Best Practice: include letters from Consultants in the ePAWs proposal record

Proposal Prep & Award Reminders

- Font Size: NSF Proposals

Proposal Margin and Spacing Requirements

The proposal must conform to the following requirements:

a. Use one of the following typefaces identified below:

- Arial, Courier New, or Palatino Linotype at a font size of 10 points or larger;
- Times New Roman at a font size of 11 points or larger; or
- Computer Modern family of fonts at a font size of 11 points or larger.

- **Continuing Resolution:** At this time, NIH has not received a FY 2018 appropriation, and is operating under a Continuing Resolution through **March 23, 2018**. Please review the details of the [notice](#) released March 7, 2018.
- Help your PIs [delegate](#) in eRA Commons!
 - Ability to grant permission to have others at their institution help with some grants administration tasks

ePAWS Developers Onsite

- Onsite for a few weeks
- Will be meeting with various stakeholders from around the University
 - Walk-in sessions 3/20 Curry 346 & 3/22 Curry 348, 9-noon and 1:30-4:30pm
- Send suggestions via the ORA webpage: <http://www.northeastern.edu/research/raf/2018/02/epaws-feedback/>

New Research Users List Serv

- Research Users email list
- Opt-in by:
 - Sending an email from your Northeastern email address to: research-users-subscribe-request@listserv.neu.edu
 - Insert the word *subscribe* in the subject
 - Receive an email to confirm your subscription, reply yes
 - Upon completion, you'll receive messages from the list, including those you send
 - Won't work from non-Northeastern email addresses

Updated Forms!

- Updated:
 - AOS Form
 - UPAF Form, now called the “Transaction “Form
 - fCOI Form
- Added a new How-to Guide for the Transaction Form
- Available as of today on the website
- Go live for use April 1, 2018
- Remember, these forms are temporary until ePAWS goes live
 - Purpose of changes is to facilitate understanding of the flow ePAWS will likely have
 - To clarify and streamline

Glossary, Coming Soon!

- Working on a Glossary to streamline term usage and align across systems, especially how we use terms in:
 - ePAWS (currently COEUS as well)
 - Banner
 - Cognos
- Will also include references to federal or sponsor definitions
- Hope to move forward with greater clarity on what terms mean what
- Starting point will be terms on ORA forms, including the AOS and the Transaction Form and then will expand
- Send suggestions to the ra@northeastern.edu mailbox

Service Agreement Reminder

Service Agreement should be routed through the College Gatekeeper process to OGC

- Review the RA Agreements SOP on our [website](#) for details!

THANK YOU!