

Research Administration Lunch & Learn

March 22, 2015



Reimagining RA: Update on RA Initiatives

- 🐾 **ORAF Website Refresh - Survey**
- 🐾 **ePAWS Update**
- 🐾 **e-Clinics**
- 🐾 **RA Boot Camp**
- 🐾 **Award Setup SOP**

◆ RA UPDATES: ORAF Website Refresh – Survey

🐾 *How can we make it more useful for you?*

The screenshot displays the Northeastern University Office of Research Administration and Finance (ORAF) website. The page features a navigation menu with categories like ORAF HOME, COMPLIANCE, FUNDING RESOURCES, FORMS, POLICIES & GUIDELINES, FAQs, E-SUBMISSIONS, CONTACT, and RESEARCH. A central graphic titled "How Do I:" illustrates a workflow with five steps: find funding, notify oraf, develop my proposal, submit my proposal, and manage my award. A "Quick Links" sidebar on the right includes sections for Getting Started with ORAF, Banner Research Resources, Training, and Quick Tips. At the bottom, there are links for "Latest Update", "More Updates", "Meet the ORAF Staff", and "Find Contacts".

◆ RA UPDATES: ePAWS

Testing 1, 2, 3



Northeastern University's web-based tool provides an electronic gateway to research administration.

Phase I:

✦ Mobile optimized, web-based routing form for internal approvals and certifications of sponsored program applications.

- Streamline Routing (Abstract, Budget, Budget Justification) for Flexible eSubmissions (e.g., NIH ASSIST, NSF Fastlane, Grants.gov, Proposal Central, etc.)
- Complete Routing for Non S2S Applications (paper or .pdf submissions)

✦ Real-time Dashboard of ePAWS pending applications.

The beta version will be coming to your PDA and desktops soon....

◆ **RA UPDATES: e-Clinics**

🐾 **Hands-on Training and Quick Tips for NSF Fastlane, NIH ASSIST, and Grants.gov SF424**

☐ **Monday, April 4, 2016, 1:30 – 2:30 p.m. (RP 490J)**

☐ **Wednesday, April 6, 2016, 10:30 – 11:30 a.m. (RP 490J)**

RSVP: ORAF@neu.edu; please indicate which session you will be attending.

◆ **RA UPDATES: BOOT ★ CAMP**

Thursday, April 28, 2016, (RP 310r)

- 10:00 – 10:45 a.m. *The Big Picture:* Proposal Submission through Award Close-Out
- 11:00 – 11:45 a.m. *Bird by Bird:* Proposal Development & Budget Basics
- 1:00 – 1:45 p.m. *The Regulatory Blues:* Sponsored Activities & Compliance
- 2:00 – 2:45 p.m. *The Fine Print:* Understanding Legal Terms & Conditions

RA Updates: Award Setup SOP

1. **Award Setup Form** (new obligations)
2. **Award Backup:**
 - a. **Notice of Award** (amount of this action)
 - b. **Award Budget** (reflecting amount of this action)
 - c. **Institutional Approvals** (if applicable)
 - d. **Compliance Certifications** (if applicable)
 - e. **Copy of Submitted Application/Proposal**



Award Certifications & Assurances (as applicable)

- 🐾 IRB (human subjects research protection)
- 🐾 IACUC (vertebrate animals)
- 🐾 IBC (biosafety and biohazards)
- 🐾 FCOI (financial conflict of interest disclosures)
- 🐾 RCR (responsible conduct of research)



Award Certifications & Assurances (as applicable)

IRB Federal wide Assurance:

What is a Federal wide Assurance (FWA)? The Federal wide Assurance (FWA) is the only type of assurance of compliance accepted and approved by OHRP [US Department of Health and Human Services Office for Human Research Protections] for institutions engaged in non-exempt human subjects research conducted or supported by HHS. Under an FWA, an institution commits to HHS that it will comply with the requirements set forth in 45 CFR part 46, as well as the Terms of Assurance. FWAs also are approved by OHRP for federal wide use, which means that other federal departments and agencies that have adopted the Federal Policy for the Protection of Human Subjects (also known as the Common Rule) may rely on the FWA for the research that they conduct or support. <http://www.hhs.gov/ohrp/policy/faq/assurance-process/what-is-fwa.html>

Certification of IRB Review

This activity [research application] has been reviewed and approved by the IRB in accordance with the Common Rule and any other governing regulations.

by: Full IRB Review on (date of IRB meeting) _____ or Expedited Review on (date)

If less than one year approval, provide expiration date _____

This activity contains multiple projects, some of which have not been reviewed. The IRB has granted approval on condition that all projects covered by the Common Rule will be reviewed and approved before they are initiated and that appropriate further certification will be submitted.



Award Certifications & Assurances (as applicable)

Animal Welfare Assurance:

The Office of Laboratory Animal Welfare (OLAW) provides guidance and interpretation of the Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals, supports educational programs, and monitors compliance with the Policy by Assured institutions and PHS funding components to ensure the humane care and use of animals in PHS-supported research, testing, and training, thereby contributing to the quality of PHS-supported activities.

The Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals ([Policy](#)) requires that institutions have an OLAW-approved Animal Welfare Assurance before carrying out any activities involving live vertebrate animals.

<http://grants.nih.gov/grants/olaw/olaw.htm>

Congruence: Grantee organizations must to verify, before an award, that their institution's IACUC has reviewed and approved the proposed research activity. "It is an institutional responsibility to ensure that the research described in the application is congruent with any corresponding protocols approved by the IACUC." (NIH Policy Statement 10/12).



Award Certifications & Assurances (as applicable)

- ✓ **BioSafety and Biohazards**
- ✓ **Select Agents, Dual Use of Research Concern**
- ✓ **Export Control (EAR/ITAR)**
- ✓ **e-Verify (contracts)**



Award Certifications & Assurances (as applicable)

Financial Conflicts of Interest: NSF, PHS and funding agencies* requesting application PHS FCOI regulations.

An institutional conflict of interest policy should require that each investigator disclose to a responsible representative of the institution all significant financial interests of the investigator (including those of the investigator's spouse and dependent children) (i) that would reasonably appear to be affected by the research or educational activities funded or proposed for funding by NSF; or (ii) in entities whose financial interests would reasonably appear to be affected by such activities.

The term “investigator” means the principal investigator, co-principal investigators, and any other person at the institution who is responsible for the design, conduct, or reporting of research or educational activities. http://www.nsf.gov/pubs/manuals/gpm05_131/gpm5.jsp#510



PHS FCOI regulations also apply to research applications funded by:

Alliance for Lupus Research

Alpha-1 Foundation

American Asthma Foundations

American Cancer Society

American Heart Association

American Lung Association

American Lung Association of Michigan

Arthritis Foundation

CurePSP

JDRF - Juvenile Diabetes Research Foundation

Lupus Foundation of America

Patient-Centered Outcomes Research Institute
(PCORI)

Susan G. Komen Foundation



Award Certifications & Assurances (as applicable)

Responsible Conduct of Research: NSF expects institutions to be able to verify that those students (undergraduates and graduates) and postdoctoral researchers who receive NSF funds (support from salary and/or stipends to conduct research on NSF grants) will obtain RCR training. <http://www.nsf.gov/bfa/dias/policy/rcr/rcrfaqs.jsp#3>

NIH requires RCR training for all trainees and career development recipients. <https://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-019.html>

[Note: ORAF can flag but verification will be after award acceptance.]

For More Information

<http://www.northeastern.edu/research/raf/>

Resources

NSF <http://www.nsf.gov/pubs/policydocs/pappguide/nsf16001/>

NIH <http://grants.nih.gov/grants/policy/policy.htm>