Research Administration Brown Bag Series

October 2019

- **Microsoft Teams**

- **FDP Report out**

- **Closeout Process Improvement**

- **PDC Demo**

- **eCD eCLAWs ePAWs update**

Northeastern Microsoft Teams

- Northeastern is expanding its use of Teams

- NU-RES is examining how we want to use Teams (e.g. screen sharing and meeting invites)

- Stay tuned!!

FDP Report out

- Boring, but exciting future of eRA!

- LOC draw survey

- Blockchain

- Consistency of data fields and use

- Transition from DUNS number to UEI number by 12/202

  - www.gsa.gov/entityID for more info

- ORCID IDs required now for some NIH opportunities; 1/25/20 for others (check your solicitation)

FDP Report out

- NSF Modernization: "When we shut down Fastlane…"

  - Why PI's only can create proposals – Feedback received from user community

    - Some PIs absolutely did not want Grant admins creating proposals on their behalf; quick process to create

  - LaTek improving – looking for more feedback

  - Research.gov does not accept Project Description >15 pages but some solicitations allow more; NSF removing those solicitations from Research.gov until allowed in the system

FDP Report out

- Why Research.gov vs. Fastlane?

- More compliance checks
- Immediate feedback compliance checks
- Improved performance
- Better management of personnel and sub awardees
- High quality of proposals submission that don't get re-rendered like Fastlane
- Avoid returns due to formatting
- In Fastlane, academic, summer, calendar periods; In Research.gov they collapsed to just calendar (they just need to know about time worked);
  - Only 2 months allowed except with special permission
- Collaborations will be collected in the database and then can be used by the system instead of uploading collaboration docs
- FAQs have a lot of info to help
- Next NSF webinar November 4 on C&P support (stay tuned!)

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

Closeout Process Results!

- New Comprehensive Closeout Checklist SOP

  - Clear steps

  - Roles and responsibilities

- New report to help NU-RES and colleges better identify expiring awards and next steps

PDC Demo in K2

- **Create new PDC:** https://k2forms.northeastern.edu/Runtime/Runtime/Form/PDC+-+My+Requests/?

- **Common Questions:**

  - **How do I change the Position number?** The Position field is auto filled after selecting the employee. Use dropdown menu to view other available codes. Contact Payroll (Joshua Teri) with any questions.

  - **Is the Late Change Comment field mandatory?** If "Change From Date" is in the past, the form requires a comment to be added. For 5-ledger index/fund numbers, include >90 day justification as applicable.

  - **Why is my Index not populating under "Change Earnings Distribution"?** 5-ledger index/fund numbers expire 90-120 days after the awarded budget end date. Contact Fred or Fiorella for assistance.

- **PDC Workflow Training Document:**

  https://www.northeastern.edu/hrm/pdfs/hr-payroll/Payroll_Distribution_Change_PDC_Form_Instructions_070115.pdf

  If you have any additional questions regarding the new K2 workflow, please contact Joshua Teri at j.teri@northeastern.edu.

eCD eCLAWs ePAWs Updates

- With eCD, Disclosers have the ability to revise their other activities throughout the year rather than having to wait until the annual disclosure cycle

  - *Encourage your faculty to keep that updated by amending their annual disclosure*

- eCD also has the ability for faculty to send a question to the University Compliance Office through the application if they are not sure whether or not to disclose something
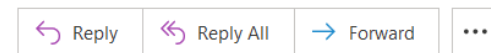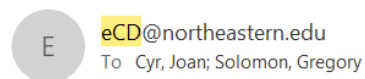
eCD eCLAWs ePAWs Updates

eCD update:

- Compliance Office is reviewing 2019 Annual Disclosures; if they have a clarification question for the discloser, an Information Request through eCD is sent to Disclosers – users may receive an email like this:

You received a new message in one of your conversations

E eCD@northeastern.edu
To Cyr, Joan; Solomon, Gregory

↩ Reply   ↩ Reply All   → Forward   ⋯

Mon 8/12/2019 11:30 AM

Gregory Mathew Solomon sent a new message into one of the conversations where you are one of the participants.

Can you tell me when you sold your Biogen stock?

Please visit My Consults, Information Requests to see the list of your conversations.

Questions regarding the eCD/eCLAWs applications should be directed to the NU-RES Help Center.

- Log into eCD, and review My Active Consults & Information Requests on your dashboard to answer the question directly in the Information Request chat window

eCD eCLAWs ePAWs Updates

eCLAWs update

- eCLAWs pilot tested over summer with Advancement and External Affairs

- Procurement and NU-RES collaborating on training for Gatekeepers, Reviewers, Pool Coordinators, and Signatories

  - OGC Reviewers and Pool Coordinators trained *(9/17/19)*

  - Gatekeepers trained *(10/2 and 10/4) – 1 on 1 training also available*

  - NU-RES Reviewers/Pool Coordinators training *(happening now)*

  - Visit [eCLAWS training webpage](#) for Step by Step instructions for Submitters and Gatekeepers to train/practice in eCLAWS-TEST environment

NU-RES Updates

ePAWs update

- ePAWs development is ongoing...

- Sprinting to the end of the calendar year