Research Administration Brown Bag Series

March 15, 2022



Agenda

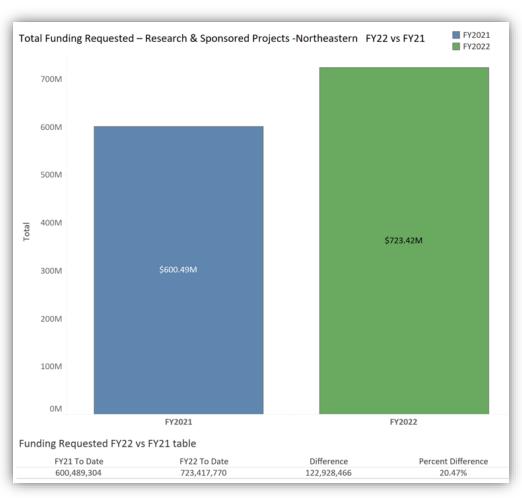
- NU-RES Admin updates
- System updates
- Upcoming events
- NU-RES Finance updates
- Reporting Update / Workday Q&A Session

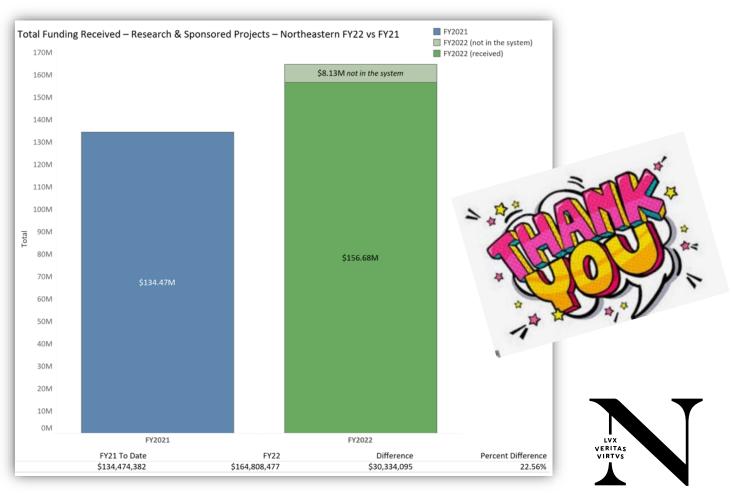




NU-RES Admin Updates

Staffing Update: Welcome Jo Kenty, Grant & Agreement Officer! Portfolio Coming Soon!





System Updates

- ECLAWs Coming Soon:
 - Revisions to the routing for Research and Innovation eCLAWs contracts
 - Enhancement will allow for a more flexible route (ability to insert OGC in the approval route)
 - Horizontal route will indicate when the record is sent elsewhere for action while 'under review'
 - File a Fully signed contract or agreement
 - Will allow users who have fully signed agreements processed outside of eCLAWs to upload them to eCLAWs, ANY PURPOSE...enter a few data elements for reporting/search ability and attach the fully signed contract
- EPAWs 1.0 Coming Soon:
 - Affiliation/Attribution section can be a direct contribution to a project or through the enablement of a proposed opportunity
 - the unit's affiliation with a specific proposal is a separately captured and reported field and does not affect F&A distribution credit split/IDCR
 - Working with developer to bring to Production environment, then with BI Team to bring new info to Data Warehouse for reports





Upcoming events

- Virtual Satellite Office hours....Thursdays at 1:30pm
- Thursday, March 17: NCURA Agency Updates Live Webinar
 - Office of Management and Budget: 11:15AM 12:30PM
 - NSF: 2:00PM 3:15PM
 - NIH: 3:45PM 4:45PM
- Thursday, March 24: Learn More Session
 - "Financial Monitoring of Sponsored Awards and Guidance"
 - Presented by Jeff Bonda from NU-RES Finance at 2:00PM
- NU-RES Research Administration Conference
 - June 8 10, 2022
 - First Floor of ISEC
 - Wednesday and Thursday, June 8 9 is open to all Northeastern research administration community.
 - Friday, June 10 is for NU-RES personnel only and will be at the Burlington Campus





NU-RES Finance Updates

Federal Financial Report (FFR) Deadlines

- Final FFRs are generally due 120 days after the end of the project period.
- RF will be submitting FFRs within **90 days** to prevent delays with Letter of Credit (LOC) draws.

Example:

- 1.NIH grant ended 12/31/2021. FFR due to sponsor by 4/30/2022.
- 2.FFR draft will be sent to research administrators in March.
- 3. Administrators will need to verify final expenditures and approve FFR by 3/31/2022.
- 4. Final draw will be requested by 4/15/2022 (to match FFR expenditures).

Please ensure final expenditures are posted in a timely manner. Contact your RFA with any questions.





Summer Salary

- Summer Salary Guidelines coming soon.
- Due to Research Finance 5 business days prior to HR deadlines.
- Submit in Workday as "Period Activity Pay".
- See HR Job Aid: <u>How to Initiate a Period Activity Pay (PAP)</u>

Review prior to submission:

- Calculation is based on FY22 salary.
- Project is active and has an available budget balance.
- Dates of work performed are within awarded budget period of every Index/Fund.
- Include a brief description of the work performed in the comments field.
- Account for Key Personnel effort commitments, rebudgeting thresholds, and sponsormandated salary caps.
- Maximum of 3.2 Person Months for faculty holding 8-month appointments.





Reporting Update / Workday Q&A

Banner ePrint reports- RF

- Monthly and Fiscal Year to Date payroll distribution reports are available.
- Inception-to-date payroll distribution report is only through December 2021.

Cognos reports- RF

• FIN0032 & FIN0036 – two versions available: one for Banner HR Payroll (through December 2021) and another for Workday Payroll (as of January 2022).

Priority reports- RF

Feeds from Banner and Workday may be delayed by a few days.

Workday

- Fringe- RESFIN
- WD retros- RESFIN
- Vacation payout- Darren Mccloskey
- Salesforce- Darren Mccloskey
- PAP process Lori Mignacca





NU-RES and You!

Thank You!

See you in April





