

# ePAWs Affiliations and Attribution of Award Obligations

**Background:** NU historically reports award obligations based on the negotiated facilities and administrative (F&A) credit split. While the F&A distribution credit split (also known as the indirect cost return IDCR) provides a useful metric for award activity, it does not necessarily reflect the contributions of the various units that were instrumental in successfully securing funding.

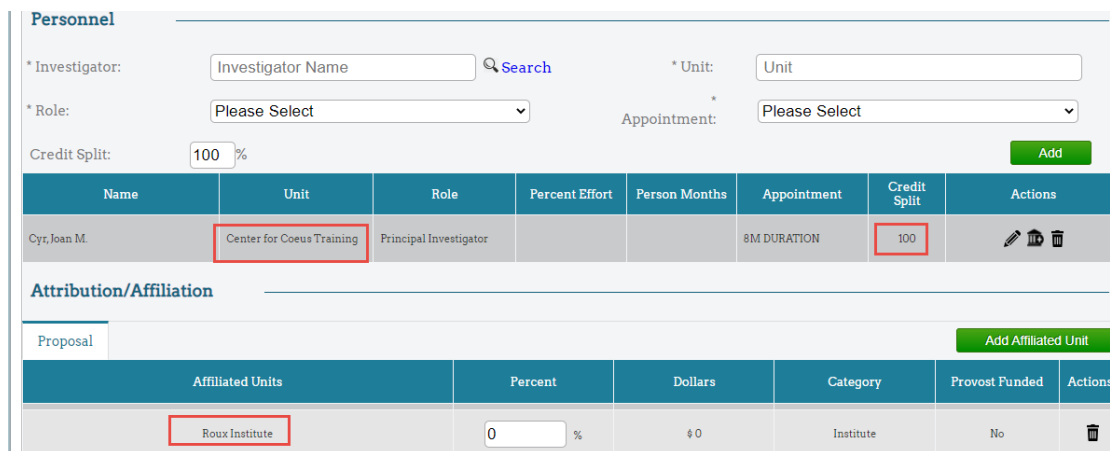
**Attribution for New Award Obligations:** Colleges, Institutes, Centers and other units (including those that do not exist in Banner) may request recognition for contributions to awards, via the new Attribution/Affiliation section in ePAWs v1.0.

Attribution 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. Attribution assists the colleges/institutes/centers in representing their contribution to a proposal or award, outside credit via F&A distribution. Attribution, like Other Research Support, acknowledges the unit's efforts in supporting the university's strategic research efforts and are included in the colleges/institutes progress toward annual goals established by the Provost.

***It is the approving colleges responsibility to assure that the Attribution/Affiliation is appropriate for each record.***

## Proposal in Workflow

When an Investigator is added to a proposal, if there is a known default affiliation with the person, it will be brought into the record in the new Attribution/Affiliation section:



**Personnel**

\* Investigator:   \* Unit:

\* Role:  Appointment:

Credit Split:  %

Name	Unit	Role	Percent Effort	Person Months	Appointment	Credit Split	Actions
Cyr, Joan M.	Center for Coeus Training	Principal Investigator			8M DURATION	100	

**Attribution/Affiliation**

Proposal

Affiliated Units	Percent	Dollars	Category	Provost Funded	Actions
Roux Institute	<input type="text" value="0"/> %	\$ 0	Institute	No	

- Default affiliations indicate a percentage to be attributed, the category, and whether the institute/Center is Provost Funded
- Affiliations can be adjusted on a per record basis, e.g. if the unit had no contribution to the particular project; if the Faculty's affiliation with a unit has ended, or to add new

## Getting Help

Support: [NU-RESHC@northeastern.edu](mailto:NU-RESHC@northeastern.edu)

Grant Officer: <https://research.northeastern.edu/nu-res/contact/>

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default affiliations (for changes to default info, contact the [NU-RES Help Center](#) to request the default affiliation be updated)

- Once the minimal information is added to the record, and the record is saved, additional Affiliations can be added on a per record basis by selecting the “Add Affiliated Unit” button, and selecting additional affiliations:

Attribution/Affiliation

Proposal [Add Affiliated Unit](#)

Affiliated Units	Percent	Dollars	Category	Provost Funded	Actions
Roux Institute	0 %	\$ 0	Institute	No	

### Add Affiliated Unit - Proposal

Type here to filter Affiliated Unit

Affiliated Units	Category	Provost Funded
<input checked="" type="checkbox"/> Roux Institute	Institute	No
<input type="checkbox"/> Advanced Scientific Computation Center	Center	No
<input checked="" type="checkbox"/> Antimicrobial Discovery Center	Center	No
<input type="checkbox"/> Awareness and Localization of Explosives-Related Threats	Center	No
<input type="checkbox"/> Barnett Institute of Chemical and Biological Analysis	Institute	No
<input type="checkbox"/> Bernard M. Gordon Center for Subsurface Sensing and Imaging Systems	Center	No
<input type="checkbox"/> Biotech Institute	Institute	No
<input type="checkbox"/> Center for Communications and Digital Signal Processing	Center	No
<input type="checkbox"/> Center for Community Health Education, Research and	Center	No

[Save Affiliation](#) [Cancel](#)

Name	Unit	Role	Percent Effort	Person Months	Appointment	Credit Split	Certified	Actions
Cyr, Joan M.	Center for Coeus Training	Principal Investigator			8M DURATION	100	<input type="checkbox"/>	

Attribution/Affiliation

Proposal [Add Affiliated Unit](#)

Affiliated Units	Percent	Dollars	Category	Provost Funded	Actions
Antimicrobial Discovery Center	0 %	\$ 0	Center	No	
Roux Institute	0 %	\$ 0	Institute	No	

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- The percentage of the recognition for the Affiliation defaults at 0%, and can be adjusted, as appropriate

Attribution/Affiliation						
Proposal						<a href="#">Add Affiliated Unit</a>
Affiliated Units	Percent	Dollars	Category	Provost Funded	Actions	
Antimicrobial Discovery Center	<input type="text" value="100"/> %	\$ 0	Center	No		
Roux Institute	<input type="text" value="50"/> %	\$ 0	Institute	No		

- A prompt will remind you to save the affiliated information

To save the Affiliation information, select 'Save' button at the bottom of the page

[Ok](#)

- Each row of recognition is independent
- Affiliations at the Proposal stage can only be changed/updated at the Submitter stop, or the first Grant Officer stop, as with other changes to ePAWs records
- Dollars will be calculated once the record is updated at the Grant Officer stop with the Direct/Indirect dollars
- When the Grant Officer inserts/saves the Direct/Indirect costs to the proposal, the calculated total is shown on the Affiliation section; the Grant Officer can add/remove/adjust the Affiliation as needed

**Budget:**

\* Direct Cost:  \* Indirect Cost:  Total Cost:

**Personnel**

\* Investigator:  [Search](#) \* Unit:

\* Role:  Appointment:

Credit Split:  % \* Percent Effort:  % \* Person Months:  [Add](#)

Name	Unit	Role	Percent Effort	Person Months	Appointment	Credit Split	Certified	Actions
Cyr, Joan M.	Center for Coeus Training	Principal Investigator	10.00	0.10	8M DURATION	100	<input type="checkbox"/>	

**Attribution/Affiliation**

Proposal [Add Affiliated Unit](#)

Affiliated Units	Percent	Dollars	Category	Provost Funded	Actions
Antimicrobial Discovery Center	<input type="text" value="100"/> %	\$ 150000	Center	No	
Roux Institute	<input type="text" value="50"/> %	\$ 75000	Institute	No	

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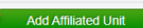
## Proposal Completed

- Once the ePAWs record is completed, a new tab for Institute Proposal is created and the Proposal Affiliations are copied to it; the ePAWs Proposal info cannot be changed:

Attribution/Affiliation					
Proposal	Institute Proposal				
Affiliated Units	Percent	Dollars	Category	Provost Funded	Actions
Antimicrobial Discovery Center	100 %	\$ 150000	Center	No	
Roux Institute	50 %	\$ 75000	Institute	No	

- If necessary, Affiliations can be removed/updated/added by the Grant Officer on the Institute Proposal Affiliation tab:


Attribution/Affiliation					
Proposal	Institute Proposal				
Affiliated Units	Percent	Dollars	Category	Provost Funded	Actions
Antimicrobial Discovery Center	100 %	\$ 150000	Center	No	
Roux Institute	50 %	\$ 75000	Institute	No	



## Award Created

- Once an award is built in Coeus, and linked to the Institute Proposal, an Award tab appears in ePAWs; the Institute Proposal Affiliations, and the Institute Proposal Percent's are copied to the Award tab.
- While the Institute Proposal Affiliations can still be updated on the Institute Proposal tab, those updates are only for the Institute Proposal; to update Award Affiliations, Grant Officers must remove/update/add on the Award tab:

Attribution/Affiliation					
Proposal	Institute Proposal	Award			
Affiliated Units	IP Linked	Percent	Category	Provost Funded	Actions
Antimicrobial Discovery Center	22070014	100 %	Center	No	
Roux Institute	22070014	50 %	Institute	No	



- Percent's that are copied from the Institute Proposal to the Award tab can be changed by the Grant Officer; Dollars are not shown in ePAWs, as award obligations change year to year, and are in the Data Warehouse. To adjust the amount of award dollars attributed to the Affiliated Unit in Data Warehouse reporting, adjust the percent on ePAWs Award tab, as the reports reflect the actual obligations X ePAWs Award Tab percent.
- The Award tab will show the Institute Proposal that is linked to the Award (when the Affiliation was copied from the Institute Proposal);

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## Examples of using the Attribution/Affiliation section

1. PI Smith has 100% Primary assignment in Chem/Chem Bio, but they are affiliated with Roux
  - On a proposal, they are assigned 50% credit split for Chem/Chem Bio
  - In the Attribution section, they could list Roux at 50% attribution (attribution aligns with the PI credit split amount in this example)
2. PI Smith has 100% Primary assignment in Khoury College, and is affiliated with Roux Institute; Smith is the only PI on the Proposal, and is assigned 100% credit split in Khoury
  - In the Attribution section, they could list Roux Institute at 100% attribution
3. PI Jones has an interdisciplinary Assignment of 50% CSSH, and 50% COS and is affiliated with Barnett Institute; In a Proposal, they are assigned 50% recognition in the Credit Split section...
  - In the Attribution section
    - i. It may be determined that Barnett has no affiliation with this particular proposal; the submitter would remove Barnett in the attribution section, *OR*
    - ii. It may be determined that Barnett should receive an attribution that aligns with the PI's credit split (e.g. 50%), or another percent; the submitter will determine/insert the percent, and the approvers will approve, or request an update to that determined percent
4. Roux Institute brought information on an opportunity to Northeastern researchers that are not aligned with Roux; Roux can be attributed an appropriate percentage of recognition for enabling the opportunity

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