

The Research Administration Portal shows faculty and researchers their outstanding research administration and compliance activities and provides an overview of their portfolio. The application includes certain projects, protocols, and related tasks from **AGREEMENTS-DUA**, **DATA SAFETY**, **ESTR**, and **GMAS**, certifications from **OAIR**, statements from ecrt and assigned training courses from the **HARVARD TRAINING PORTAL**.

When are Statements Included

ecrt statements will be included in the To Do list in the Portal when they are in one of the following statuses:

- Available for Certification
- Available for Certification, Re-Opened
- Available for Certification, Re-Opened by Salary Adjustment

AND the statement is NOT on hold.

Who Will See Statements in the Portal

When statements are available for certification, they will display in the To Do lists for:

- Certifiers
- Certifier Proxies
- Grant Designees

What Information Displays

For each statement, the To Do list will display the name of the statement with a link to access it, the statement type, the status, the Principal Investigator for the project, and the due date.

The screenshot shows a web interface titled "Items for Me To Do". It has two tabs: "Summary View" and "Detailed View". There is a "Download CSV" button in the top right. Below the tabs is a search bar. The main content is a table with the following columns: Title, System, Type/Task, Status, Principal Investigator, My Role, and Due Date. The table contains three rows of data:

Title	System	Type/Task	Status	Principal Investigator	My Role	Due Date
Annual Effort Statement for (FY22 Annual)	ecrt	Effort Statement	Available for Certification	[Redacted]	Certifier Proxy	10/20/2022
Annual Effort Statement for Shrutu Kaushal (FY22 Annual)	ecrt	Effort Statement	Available for Certification	[Redacted]	Certifier Proxy	10/20/2022
Quarterly Project Statement for (FY22 Q4)	ecrt	Project Statement	Available for Certification	[Redacted]	Certifier	10/20/2022

Additional Information

Portal URL: <https://adminportal.research.harvard.edu>

Support Site: <https://ras.fss.harvard.edu/research-administration-portal>

Help Desk: research_adminportal_help@harvard.edu