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Submitted for: Kim Smith, Assistant Vice President for Research Administration

Subject: Upcoming Huron PI Certification Requirement and System Downtime

The Office of Research is pleased to announce an upcoming upgrade to the Huron Research Suite (HRS). This upgrade will introduce several new features and enhancements supporting the continuous improvement of the university's electronic research administration (eRA) system.

As part of the upgrade, the Principal Investigator (PI) assurance, which has traditionally been documented through a PDF form, is transitioning to a system-tracked task beginning **April 8th**.

This means **a PI will now certify each proposal by completing the "Certify" activity on the proposal record in Huron Grants**, replacing the previous PDF form submission.

This move to a system-tracked task not only aligns with our commitment to innovation but also ensures better tracking, auditing, and compliance with federal regulations.

To implement the upgrade, **the Huron Research Suite (all modules) will be unavailable from Friday, April 5<sup>th</sup> at 5 p.m. until Monday, April 8<sup>th</sup> at 8 a.m.**

#### **Resources**

For further guidance on the certification changes, please refer to the [Huron Grants Reference Guide for PI Certify Activity](#) and the [PI Certification Business Process](#) document.

We will be hosting training sessions on the new feature during the [Huron Grants upgrade training](#) scheduled for Wednesday, April 3rd from 9 to 10:30 a.m. via Zoom. This training session will be recorded for those who cannot attend. Registration is not required.

Thank you for your continued support and cooperation as we strive to improve our systems and services.

If you have any system questions or issues, please reach out to [GRITServiceDesk@ucf.edu](mailto:GRITServiceDesk@ucf.edu).

If you have any business process questions, please reach out to [Celeste.Rivera-Nunez@ucf.edu](mailto:Celeste.Rivera-Nunez@ucf.edu).