

## Memorandum

To: University Research Community

From: Roberto M. Gutierrez  
Associate Vice President for Research  
Office of Research and Economic Development

Subj.: Department of Energy Mandatory Training

Date: April 16, 2025

The Office of Research and Economic Development would like to advise the university research community that beginning May 1, 2025, the U.S. Department of Energy (DOE) will require all “covered individuals” listed in grant applications to complete annual research security training that satisfies the requirements of Section 10634 of the CHIPS and Science Act prior to submitting a proposal to DOE.

A covered individual is an individual who (a) contributes in a substantive, meaningful way to the development or execution of the scope of work of a project funded by DOE or proposed for funding by DOE, and (b) is designated as a covered individual by DOE.

If you are a principal investigator (PI), project director (PD), co-principal investigator (Co-PI), co-project director (Co-PD) or performing one of these roles, you are a covered individual and are required to complete the mandatory annual research security training prior to submitting a proposal to DOE. Please note that consultants, graduate students, and postdoctoral fellows may need to complete the training as well if they meet the definition of covered individual for a proposed project.

DOE has advised that the four NSF online research security modules available at <https://www.nsf.gov/research-security/training> satisfy the requirements of Section 10634 of the CHIPS and Science Act and can be used to meet the mandatory DOE research security training requirement.

At this time FIU covered personnel should use the four NSF online security modules to satisfy the mandatory DOE research security training requirement.

Covered individuals will need to certify that they have completed the mandatory training via an individual certification on their DOE Current and Pending Support disclosure certification at proposal stage and also upload a copy of their four NSF research security module training certificates into the ePRAF for their DOE proposal submission.

This requirement applies to all covered individuals on a DOE project including covered individuals from subawardee institutions.

Additional details regarding this DOE mandated training requirement are available at <https://www.energy.gov/ia/research-security-training-requirement>.

If there are any questions related to this DOE mandated training requirement at proposal stage, please reach out to Ludmilla Champagne, Senior Director for Proposal Services at [preaward@fiu.edu](mailto:preaward@fiu.edu).