**SECURE RESEARCH INFRASTRUCTURE (SRI) INTAKE  
\*\*SUBMISSION CHECKLIST\*\***

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| **Please submit this completed checklist along with your SRI Intake Form.**  **Submit all required forms to Mike Shelton:** Mike.Shelton@niuvt.us | | |
| **Project Title and Account #:** | | |
| **Lead PI Name and Contact:** | | |
|  | I have reviewed the information available on the UConn SRI website: <https://security.uconn.edu/secured-research-infrastructure/> | |
|  | I have reviewed the SRI and TCSP requirements related to this NIUVT project. | |
|  | I have completed and submitted the **Technology Control / Security Plan (TCSP) Form**. | |
|  | I understand that all researchers on this project will receive an e-mail to complete mandatory CUI and NIST 800-171 training that includes insider threat awareness. | |
|  | ALL individuals listed on the SRI Intake Form are the same listed on the TCSP. | |
|  | I have provided NETIDs for ALL individuals accessing the UConn SRI.   * If a researcher outside of UConn needs to be on the SRI, they will need a UConn NetID affiliate account.  As their UConn sponsor, you will need to put in the request at [https://netid.uconn.edu/affiliate](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fnetid.uconn.edu%2Faffiliate&data=02%7C01%7Cpaul.majkut%40uconn.edu%7C9d3abc53587e443193ac08d85bf99f42%7C17f1a87e2a254eaab9df9d439034b080%7C0%7C0%7C637360474975330841&sdata=HwTF2IjmewKaJ4ETh73XZk%2BBSP1Nf7nfLhFpNB5h7AQ%3D&reserved=0)  Affiliate Accounts  New (the blue button).  It requires their date of birth and select 12 months for annual renewal. | |
|  | I have completed and submitted the **SRI Intake Form** to Mike Shelton & Paul Majkut**.** | |
| ITEMS BELOW TO BE COMPLETED AT A LATER DATE AFTER SRI INTAKE FORM SUBMISSION | | |
|  | I have completed the **SRI Intake Form Review Meeting** with the ITS-Information Security Office (the NIUVT will send your SRI Intake form to the ITS-ISO to schedule the meeting).   * The meeting is to review the form, answer any questions how the SRI system works, and go over your technical requirements including if there are any external systems, components, or equipment needed outside of the SRI environment.   Insert Date:  (MM/DD/YYYY) \_\_\_\_\_\_\_\_\_\_ (Lead PI only. Approx. 30-60 min.) | |
|  | Standard SRI setup (virtual Windows 10 Workstations) will take about 30 days.   * Any technical requirements that are beyond the scope of the SRI environment may require the purchase of a dedicated SRI Laptop or Desktop (setup by ITS) and/or any other external systems, components, software, or equipment may take one month or more to setup to maintain the NIST SP 800-171 security controls. | |
|  | Once the SRI virtual Windows 10 workstations have been setup by ITS, the Information Security Office will reach out to you and your research team to schedule a **SRI Setup and Configuration Team Meeting.** This meeting will be to review, configure, and test SRI individual system access and review NIST 800-171 procedures for your research team to protect the CUI data. The Team Meeting is mandatory for the Lead PI, researchers, and local IT Support (if it is not ITS). SRI logon setup and instructions can be sent to those researchers who were unable to attend. (Approx. 60-90 min.) | |
| **☐** | I have received and agreed to the PI SRI Security Control Requirements & Checklist Summary. | |
| **\*NOTE: Projects with special requirements may require additional meetings.\*** | | |
| Submission Date to Mike Shelton: | | Lead PI’s Signature: |