
Application Submission System & Interface for Submission Tracking (ASSIST) Version 2.12.0.14 Release Notes

New Features

ASSIST Opened for Submitting R03 and R21 Single-project Applications

Applicants applying for R03 and R21 single-project grants now have the option of using ASSIST to prepare and submit their applications. Throughout 2015, ASSIST will become an option for additional grant programs ([NOT-OD-15-044](#)).

Some of the features available for single-project applications are as follows:

- Online data entry
- Multiple user access
- Verification of application against agency business rules prior to submission
- Pre-submission preview of assembled application image in agency format
- Submission to agency through Grants.gov
- Tracking application status within single system
- Data entry of subaward budget forms and option to download, complete offline and upload subaward budget forms into ASSIST

For more information, check out the [Getting Started: Preparing Your Single-project Application Using ASSIST](#) quick guide.

Added Ability to Pre-Fill PD/PI on Initiation Screen

The *Initiate Application* screen includes the ability to pre-fill Contact Project Director/Principal Investigator (PD/PI) details based on the PD/PI's eRA Commons username.

A new button titled **Pre-fill Application from Username** opens a pop-up window on which the applicant can enter and submit the PD/PI's eRA Commons username. If ASSIST determines that the submitted username is valid, the *Initiate Application* screen updates with the Contact PD/PI **Username**, **First Name**, **Middle Name** (if available), and **Last Name** fields populated based on

the PD/PI's profile. PD/PI information is also pre-populated in other areas of the application including the R&R Cover and Sr/Key Person Profile forms.

NOTE: The **Pre-fill Application from username** button is only enabled after selecting the **Lead Applicant Organization** on the screen.

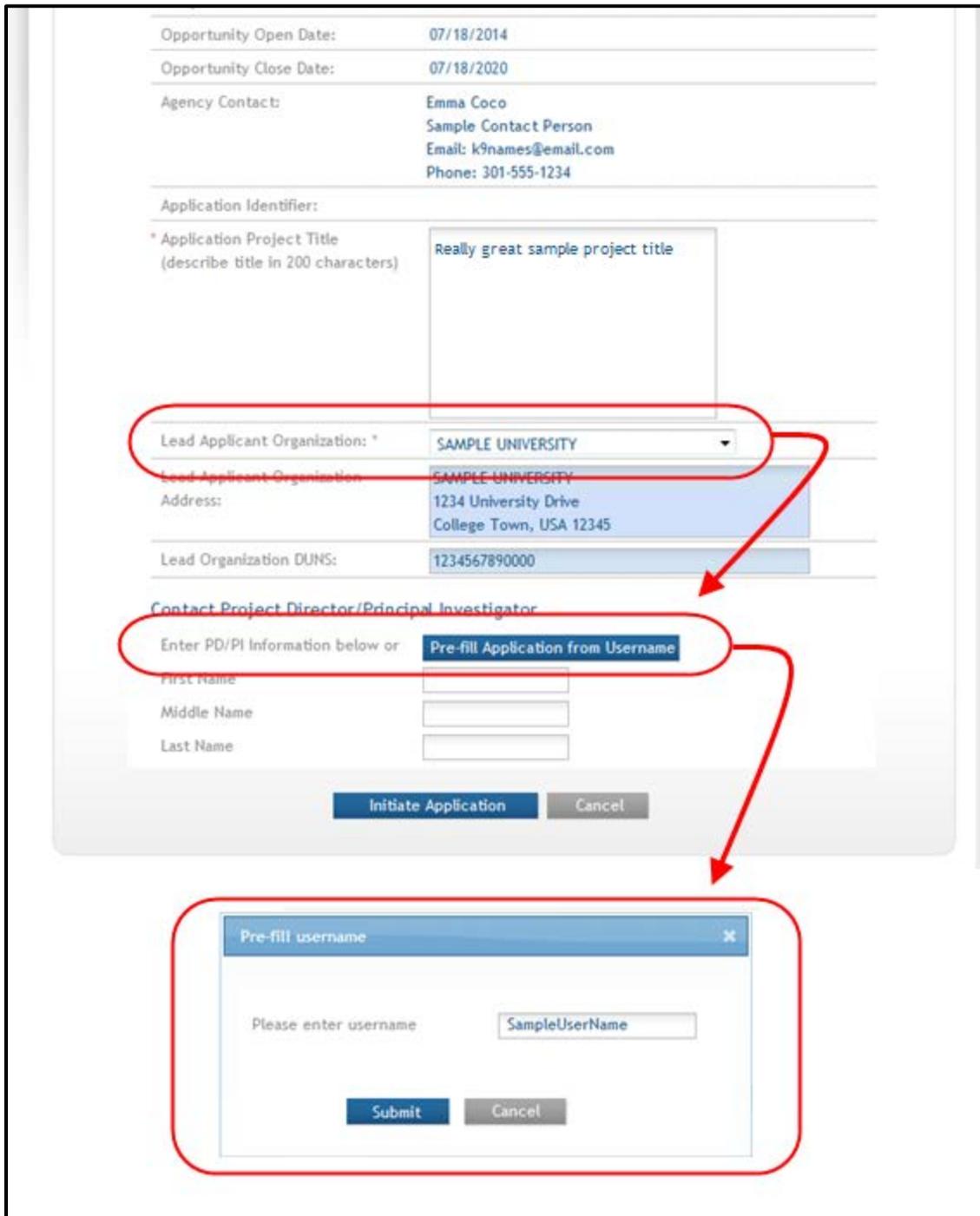


Figure 1: New Pre-fill Button and Pop-up Screen

Re-Organization of Actions Panel Buttons

Modifications have been made to the left-side navigation **Actions** panel for multi-project applications. Users may notice that the buttons have been re-organized in the main panel, with the **Copy Application** and **Delete Application** moved below the initial set of buttons.

NOTE: The buttons featured in the Actions panel – and the order in which they display – differ depending on whether the applicant is working on a single-project or multi-project application.

PHS Additional Indirect Cost Form Added for Multi-project Applications

The *Additional Indirect Costs* form is now supported in ASSIST. When included in the Funding Opportunity Announcement, this optional form can be added to the Overall component of a multi-project application to allow eRA to gather additional indirect cost information needed to correctly calculate the indirect costs for the applicant organization when entire components of a multi-project application are led by other organizations.

Validations are in place to prevent the use of the form if all components are led by the applicant organization. Additionally, a warning message will display when the application contains at least one component led by a different organization from the lead applicant organization and the *Additional Indirect Cost* form has not been added to the application.

For help accessing and completing the form, refer to the [ASSIST online help](#) system and the [PHS SF 424 \(R&R\) Forms Version C Application Guide](#).

Fixes

Introduction PDF File Able to be Uploaded when Using Firefox

Previously, applicants using Mozilla Firefox as their browser were not able to upload the *Introduction to Application* pdf file for Revision type applications.

The *Introduction to Application* pdf is uploaded on the PHS 398 Research Plan

This issue has been resolved.

Corrected Forward Population of Organization Name and DUNS ID on Multi-project Applications

Previously, the **Organization Name** and **DUNS ID** were not forward populating to the *R&R Budget* form for multi-project applications in certain scenarios. This information should have been copied to the form from the *SF424 Cover*.

This issue has been resolved.

Corrected Issue Preventing the Saving of a Partially Completed Cover Page Supplement

Previously, an error occurred when applicants attempted to save a partially completed *PHS 398 Cover Page Supplement*. Applicants should have been able to save the partially completed form, although a message would have displayed warning them of missing required fields.

This issue has been resolved. Partially completed forms can be saved to be completed later.