

Commons Version 2.28.0.0

Release Notes

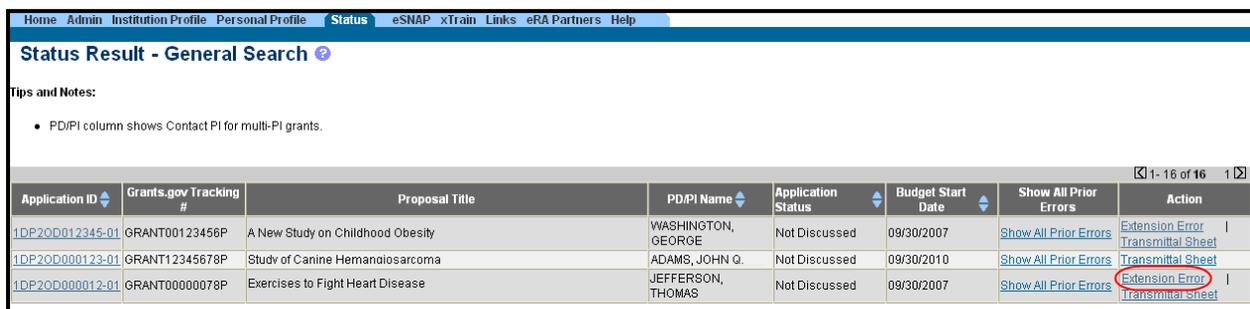
New Features

Process Changes Due to Financial Systems Integration

NIH has integrated its grants processing and financial systems. This initiative is required for NIH to comply with the Anti-Deficiency Act and recent 2010 Congressional appropriation directives. Process changes, including updated business rules, have been implemented to support this new functionality. The following area has been affected:

Extension

When an Extension without cost is submitted for a grant, but cannot be processed due to an internal business error, the **Extension** link on the *Status Result – General Search* screen will be changed to **Extension Error**.



Application ID	Grants.gov Tracking #	Proposal Title	PD/PI Name	Application Status	Budget Start Date	Show All Prior Errors	Action
1DP2OD012345-01	GRANT00123456P	A New Study on Childhood Obesity	WASHINGTON, GEORGE	Not Discussed	09/30/2007	Show All Prior Errors	Extension Error Transmittal Sheet
1DP2OD000123-01	GRANT12345678P	Study of Canine Hemanaiosarcoma	ADAMS, JOHN Q.	Not Discussed	09/30/2010	Show All Prior Errors	Transmittal Sheet
1DP2OD000012-01	GRANT00000078P	Exercises to Fight Heart Disease	JEFFERSON, THOMAS	Not Discussed	09/30/2007	Show All Prior Errors	Extension Error Transmittal Sheet

Figure 1: Extension Error Link Displays When Extension Cannot Be Processed

Additionally, this link will continue to be displayed until the error has been corrected. There will be instruction on whom to contact if you need to have the error corrected before resubmitting. Once the error has been corrected, the No Cost Extension will be processed, and the appropriate eNotifications will be sent.

xTrain

Updated Links on the My Grants Screen

The document that lists the current activity codes supported by xTrain has been updated to include NRSA fellowships (F30, F31, F32 and F33). Select the **List of Activity Codes currently supported in xTrain** link to access this document.

Electronic Research Administration
eRA Commons
 Sponsored by National Institutes of Health
 Version 2.28.01

Welcome
 Institution: LSU PENNINGTON BIOMEDICAL RESEARCH CTR
 Authority: IAR PI [Log-out](#)

Home Admin Institution Profile Personal Profile Status eSNAP Internet Assisted Review **xTrain** Links eRA Partners Help

My Grants

Tips and Notes:

- List of Activity Codes currently supported in xTrain
- Stipend Level Links by Fiscal Year
- The Program Director Column always shows the Contact PI for multi-PI grants.

Grant Number	Project Start Date	Project End Date	Program Director	Project Title	Includes ARRA Grant(s)	Action
T32 AT 012345	07/01/2003	06/30/2013	Nelson, Smith	OBESITY:FROM GENES TO MAN		View Trainee Roster View Pending Submissions
T32 AT 012345	05/01/2009	04/30/2014	Nelson, Smith	TRAINING IN BOTANICAL APPROACHES TO COMBAT METABOLIC SYNDROME		View Trainee Roster View Pending Submissions

Figure 2: List of Activity Codes Currently Supported in xTrain Hyperlink

Activity Codes Supported in xTrain (as of October 2010)

Activity Code			
F30	KL2	T32	R25
F31	K12	T35	R90
F32	KM1	T90	
F33		TL1	
		TU2	
		T34	
		T15	

Figure 3: Document of Activity Codes from the Hyperlink

The **Stipend Level Links by Fiscal Year** URL is added to the *My Grants* screen for (Principal Investigator) PI users. This link points to the *Kirschstein-NRSA Stipend History* spreadsheet. The spreadsheet displays stipend levels for current and previous years.

Figure 4: Stipend level Links by Fiscal Year Hyperlink for PI Users

	A	B	C	E	G	I	K	M	O	Q	S	T	U
1	Kirschstein-NRSA Stipend History												
2													
3		1975	1980	1983	1985	1989	1991	1994	1997	1998	1999	2000	2001
8	Undergraduates in the MARC and COR Programs												
9	Freshmen/Sophomore												6,948
10	Juniors/Seniors												9,732
11	Pre- and Post-Doctoral Kirschstein-NRSA Participants												
12	Pre-doc	3,900	5,040	5,292	6,552	8,500	8,800	10,008	11,496	11,748	14,685	15,060	16,500
15	Post-doc Level 0	10,000	13,380	14,040	15,996	17,000	18,600	19,608	20,292	21,000	26,250	26,916	28,260
16	Post-doc Level 1	10,800	14,040	14,736	17,004	18,000	19,700	20,700	21,420	22,176	27,720	28,416	29,832
17	Post-doc Level 2	11,500	14,736	15,468	21,996	25,000	25,600	25,600	25,600	26,160	32,700	33,516	35,196
18	Post-doc Level 3	12,200	15,468	16,236	23,004	26,250	26,900	26,900	26,900	27,492	34,365	35,232	36,996
19	Post-doc Level 4	12,800	16,236	17,040	24,000	27,500	28,200	28,200	28,200	28,824	36,030	36,936	38,772
20	Post-doc Level 5	13,200	17,040	17,892	26,004	28,750	29,500	29,500	29,500	30,144	37,680	38,628	40,560
21	Post-doc Level 6		17,892	18,780	27,996	30,000	30,800	30,800	30,800	31,476	39,345	40,332	42,348
22	Post-doc Level 7		18,780	19,716	30,000	31,500	32,300	32,300	32,300	33,012	41,265	42,300	44,412
23	NIH Guide Announcement Numbers and Hyperlinks:												NOT-OD-01-011
24													
25													
26													

Figure 5: Kirschstein-NRSA Stipend History Spreadsheet

Updates to My Grants, Trainee Appointments and Terminations, and Grant Summary Updates Screens

The **Program Director** column is updated to always display the **Contact PI** for Multi-PI grants on the *My Grants* screen, the *Trainee Appointments and Terminations* screen, and the *Grant Summary* screen.

The **Appointment Type** column is added to the *Trainee Appointments and Terminations* screen for Trainee users.

The *Grant Summary* screen is enhanced. Users are able to click the **Grant Number** hyperlink and see the Detailed Status View of the *Grant Summary* screen.

Status Information

General Grant Information Status: Application awarded. Institution Name: PENNINGTON BIOMEDICAL RESEARCH CENTER School Name: PENNINGTON BIOMEDICAL RES CTR School Category: ORGANIZED RESEARCH UNITS Division Name: NONE Department Name: NONE PI Name: YORK, D Application ID: 1T32DK123456-01 Proposal Title: Obesity:From Genes to Man Proposal Receipt Date: 09/10/2002 Last Status Update Date: 09/17/2003 Current Award Notice Date: 09/22/2003 Application Source: Paper Project Period Begin Date: 07/01/2003 Project Period End Date: 06/30/2008 eApplication Status: FOA: NIH Appl. ID: 6658821		Other Relevant Documents Latest NGA Abstract (Awarded Grant) Additions for Review (0 documents)	
Status History		Institute or Center Assignment	
Effective Date 09/16/2003 07/03/2003 06/02/2003 03/17/2003 09/16/2002	Status Message Award prepared: refer questions to Grants Management Specialist. Pending administrative review. Refer any questions to Program Official or Grants Management Specialist. Council review completed. Scientific Review Group review completed: Council review pending. Refer any questions to Program Official. Scientific Review Group review pending. Refer any questions to the Scientific Review Administrator.	Institute or Center NATIONAL INSTITUTE OF DIABETES AND DIGESTIVE AND KIDNEY DISEASES (Primary)	Assignment Date 09/12/2002
Application Information Award Document Number: TDK123456A FSR Accepted Code: Y Snap Indicator Code: Early Stage Investigator Eligible: New Investigator Eligible:		Study Section Scientific Review Group: DDK-C Council Meeting Date(YYYY/MM): 2003/05 Meeting Date: 03/13/2003 Meeting Time: 08:00 Study Roster: View Meeting Roster	
Advisory Council(AC) Information Meeting Date: 06/11/2003 Meeting Time: 08:30			
Reference Letter(s) This list shows Reference Letters associated with this particular Grant Application. Principal Investigator can see a list of all Reference Letters within Personal Profile - Reference Letters section on eRA Commons			
Contacts			
Administration Scientific Review Administrator(SRA) Grants Management Specialist(GMS) Program Official(PO)	Name MILES, C Campbell, D PODSKALNY, J	Phone (301)451-3759 (301) 594-8876	Email eRATest@mail.nih.gov eRATest@mail.nih.gov eRATest@mail.nih.gov
Awards			
Direct Amount \$105,512	Facilities And Administrative \$7,874	Fee Amount \$0	Total Amount \$113,386
Close			

Figure 6: Commons Detailed Status View from the Grant Summary Screen

Terminating Fellowship Grants

xTrain is enhanced with the ability to terminate Fellowship grants. Once the fellowships are terminated they will be automatically closed.

Institutional users will be able to terminate fellowships early. Internal users will not be able to accept the termination notice until the fellowship award is revised to show the new end date.

Validate 2271 Form

The **Validate** button is now available on the 2271 Form for accounts with the ASST role when the ASST is the current reviewer of the form. ASST user selects the **Process 2271** link to access the button.

Electronic Research Administration

 Sponsored by National Institutes of Health

Welcome
 Institution: MASSACHUSETTS INSTITUTE OF TECHNOLOGY
 Authority: ASST ASST [Log-out](#)

Version 2.28.01

Home Admin Institution Profile Personal Profile eSNAP **xTrain** Links eRA Partners Help

My Grants

Statement of Training Appointment

Project Number: T32 GM 123456
 Grant/Supplement: 2T32GM123456-36
 Appointment Status: In-Progress [View Routing History](#)
 Project Title: PRE-DOCTORAL TRAINING IN THE BIOLOGICAL SCIENCES
 Institution: MASSACHUSETTS INSTITUTE OF TECHNOLOGY
 PD Name: Bell, S
 Budget Period: 07/01/2010 - 06/30/2011

PHS 2271 OMB No. 0925-0001
 *indicates required field

Trainee Personal Information

For every research training appointment or re-appointment, trainees should review and update their personal information by using the Personal Profile link at the top of this page. Except for the e-mail address, personal information may only be entered or modified by the trainee.

Last Name, First Name, MI: Zhao, Y

Address Line 1: 235 Albany Street
 Address Line 2: Ashdown House, Room 4090
 Address Line 3:
 Address Line 4:

City, State, ZIP: cambridge, MA, 02139
 Country: UNITED STATES

* Email:
 Phone: 617-806-6298
 Fax:

Degree(s) Earned/In Progress	Completion Date	Major/Minor	Degree Completed?
BS	05/2009	Chemistry/	Y

Name of Specialty Boards (if applicable)

Select Specialty Board Code

Is the Trainee in a dual-degree program (e.g. M.D./Ph.D.)?

No Yes

Prior NRSA Support

If the trainee has previously received support from Kirschstein-NRSA training grant or fellowship, it will be listed in the table below. If the list of prior support is incomplete or incorrect, please go to the Admin tab, Accounts tab, and then click on the "Verify NIH Support" submenu and follow the instructions for verifying NIH support.

Grant #	ARRA	PI	Appointment Start Date	Appointment End Date	Stipend/Salary Amt	Degree Level	Status
5 T32 GM 123456 35		Bell, S	09/01/2009	06/30/2010	17480	PRE-DOC	Accepted

Field of Research Training or Career Development (for this appointment)

Choose a specific subfield (e.g., biological chemistry) unless the broader category (e.g., biochemistry) fits best.
 Predominantly Non-Clinical or Lab-Based Research Training (1000)

Period of Appointment

* From (MM/DD/YYYY)

* To (MM/DD/YYYY)

months days Please "Re-calculate" if calendar boxes were used to select dates.

Support for Period of Appointment

Type	Total for this Grant (Omit cents)
* Stipend Level or Salary	PRE - 21,180 PRE-DOC <input type="text"/>
* Stipend/Salary/Other Compensation	<input type="text" value="21180"/>
* Tuition/fees (estimated)	<input type="text" value="16000"/>
* Travel	<input type="text" value="0"/>
Total	<input type="text" value="37180"/>

Save Cancel Reset Delete View PDF

Figure 7: Validate Button on the 2271 Form

Sponsor Role in xTrain

The Sponsor is a person who mentors Fellows and can initiate and facilitate the termination of a fellowship. The Sponsor can submit the Termination Notice for foreign and federal fellowships only. When users with the Sponsor role click the **xTrain** tab, they are able to view the *List of Grants* screen and the *Trainee Roster* screen.

Electronic Research Administration
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Welcome Institution: UNIVERSITY OF UTAH
 Authority: IAR SPONSOR Log Out

Home Admin Institution Profile Personal Profile eSNAP Internet Assisted Review xTrain Links eRA Partners Help

Trainee Roster

Notes and Tips:

- Termination notices should not be used for K12, KL2, KM1, R90 and R25s unless specifically instructed to do so by the NIH awarding IC. If an appointment ends early, the PD/PI should document the new end date by submitting an amended appointment form.

Project: F31 DC 001234
 Project Title: OLFACTION IN THE LOLLIGUNCULA BREVIS
 Project Start/End Dates: 01/01/2004 - 12/31/2006

Latest and Previous Awarded Support Years Go

1 - 2 of 2 1 | D |

Application	Appointment Type	FY	Appointment Start Date	Appointment End Date	Termination Date	End Date Past?	Degree Level	Appointment Status	Appointment Source	Termination Status	Termination Source	Current Reviewer	View	Action
6F31DC001234-02(Budget Period: 01/01/2006 - 12/31/2006)		2006	01/01/2006	12/31/2006	12/31/2006	Yes		Accepted	Paper	In Progress BO	Electronic	TN: GLEDHILL, GARY	View TN	-Term Notice
6F31DC001234-03(Budget Period: 01/01/2005 - 12/31/2005)		2005	01/01/2005	12/31/2005	12/31/2005	Yes		Accepted	Paper	In Progress BO	Electronic	TN: GLEDHILL, GARY	View TN	-Term Notice

Back

Figure 8: Sponsor Role Displayed on the Trainee Roster Screen

Sponsor Delegate Created in xTrain

A new Sponsor Delegation is created which is called the Sponsor Delegate. This has been created to facilitate the termination of fellowship grants in xTrain. Users with this authority are able to perform actions similar to the Sponsor role but they are not able to submit the fellowship termination notice to the agency.

Capture NIH Approval via Digital Signature of Termination Notice

The NIH approval is now being displayed on the PDF version of the Termination Notice form.

page 1

Bottom of the Department of Health and Human Services Public Health Service Ruth L. Kirschstein National Research Service Award Termination Notice PDF - Electronic NIH Approval on the next page

14. Business Official's Verification of Items 6 and 7. (Not applicable to individual fellows at Federal or foreign institutions.)

SIGNATURE Electronically verified via eRA xTrain system by BO	DATE 10/18/2010	TYPED NAME OF BUSINESS OFFICIAL Smith, George	TEL: 801.123.0001 FAX: 801.123.0002
---	--------------------	---	--

15. (For Government use only) The information provided in Items 6 and 7 is in agreement with PHS records.

SIGNATURE Electronically signed via eRA xTrain system	DATE 10/18/2010	TYPED NAME AND AWARDDING OFFICE Smith, Adhara - NIH
--	--------------------	--

PHS 416-7

Figure 9: Termination Notice with NIH Approval via Electronic Signature

Multiple PD/PI Training Grants (xTrain)

For multiple PD/PI training grants the PD at each training institution has the authority to approve appointments, reappointments, amendments and termination notices, not just the Contact PI.

Email Reminders

Email Reminder to Fellow (PI) and ASST—30 Days Before Appointment End Date

The system sends an email to the Fellow (PI) and the ASST with xTrain delegation if the **Appointment End Date** is within 30 days and the Appointment is not yet terminated and re-appointment process has not yet started.

Email Reminder to Fellow (PI) and ASST—Appointment End Date has Passed

The system sends an email to the Fellow (PI) and the ASST with xTrain delegation if the **Appointment End Date** has passed and the Appointment is not yet terminated and re-appointment process has not yet started and the email has not yet been sent for this Appointment.

Email Reminder to BO—Appointment End Date has Passed 30 Days Ago

The system sends an email to the Business Official (BO) for appointment records with activity codes other than K12, KL2, KM1, R90 and R25 if the **Appointment End Date** has passed 30 days ago and the Appointment is not yet terminated and re-appointment process has not yet started and the email has not yet been sent for this Appointment.

Email Reminder to Fellow (PI)/Sponsor and Sponsor Delegate/BO—30 Days Before Fellowship End Date

The system sends an email to the Fellow (PI), the Sponsor, Sponsor Delegate, and the BO if the **Fellowship End Date** is within 30 days and the Fellowship is not yet terminated and the email has not yet been sent for this Fellowship.

Email Reminder to Fellow (PI)/Sponsor and Sponsor Delegate/BO—Fellowship End Date has Passed

The system sends an email to the Fellow (PI), the Sponsor, Sponsor Delegate, and the BO if the **Fellowship End Date** has passed and the Fellowship is not yet terminated and the email has not yet been sent for this Fellowship.

Email Reminder to Fellow (PI)/Sponsor and Sponsor Delegate/BO—Fellowship End Date has Passed 30 Days Ago

The system sends an email to the Fellow (PI), the Sponsor, Sponsor Delegate, and the BO if the **Fellowship End Date** has passed 30 days ago and the Fellowship is not yet terminated and the email has not yet been sent for this Fellowship.

NOTE: The system sends one consolidated email if multiple records are found that meet the above mentioned conditions.

Implement Email Notifications to Manage Termination Process for Fellowships

The following email notifications are implemented and will be sent in the process of managing Fellowship termination notices.

Fellowship TN Routed to Sponsor

The system sends an email to the Sponsor and the Sponsor Delegate anytime the termination notice requires more processing.

Fellowship TN is on Hold Awaiting Award Revision

The system sends an email to the BO and the IC Central Mailbox anytime the termination date is modified in xTrain and the award has not yet been modified with the new date.

Fellowship TN Routed to Fellow (PI)

The system sends an email to the Fellow (PI) anytime the termination notice requires more processing.

Fellowship TN Submitted to Agency

The system sends an email to the Fellow (PI), Sponsor, and Sponsor Delegate anytime a termination notice is submitted to the agency.

Fellowship TN Routed to BO

The system sends an email to the BO anytime a termination notice requires more processing.

Fellowship TN Accepted by Agency

The system sends an email to the Fellow (PI), BO, Sponsor, and Sponsor Delegate anytime a termination notice is accepted by the agency.

Fellowship TN Rejected by Agency

The system sends an email to the Fellow (PI), BO, Sponsor, and Sponsor Delegate anytime a termination notice is rejected by the agency.

Fellowship TN Recalled

The system sends an email to the Fellow (PI), BO, Sponsor, and Sponsor Delegate anytime a termination notice is recalled.

Fellowship TN Deleted Email

The system sends an email to the Fellow (PI), BO, Sponsor, and Sponsor Delegate anytime a termination notice is deleted.

Commons

Type 4 ARRA Applications Eligible for eSNAP

Type 4 American Recovery & Reinvestment Act (ARRA) applications are now eligible for Electronic Streamlined Non-Competing Award Process (eSNAP). As is with other eligible applications, Type 4 ARRA applications that are eSNAP eligible display in Commons as a hyperlink to the *eSNAP Menu* screen on the *Manage eSNAP* tab.

Progress Report Face Page Link Removed for eSNAP Eligible

With the required use of eSNAP per NOT-OD-010-093 (<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-093.html>), the **Progress Report Face Page** link on the *Status Information* screen *Other Relevant Documents* section has been removed for all grants that are eSNAP eligible.

The **Progress Report Face Page** link will continue to display for paper submitted grants that are not eSNAP eligible.

Status Information

General Grant Information

Status: Pending administrative review. Refer any questions to Program Official or Grants Management Specialist.
Institution Name: THE REGENTS OF THE UNIV. OF CALIF., UNIV. OF CALIF., SAN DIEGO
School Name: GENERAL CAMPUS
School Category: SCHOOLS OF ARTS AND SCIENCES
Division Name: NONE
Department Name: CHEMISTRY AND BIOCHEMISTRY
PI Name: [REDACTED]
Application ID: 5R01AI [REDACTED]
Proposal Title: New Antiviral Therapies for Hepatitis C Infection
Proposal Receipt Date: [REDACTED]
Last Status Update Date: 02/24/2010
Budget Start Date: 04/01/2011
Budget End Date: 03/31/2012
Progress Report Due Date: 02/01/2011
Current Award Notice Date: [REDACTED]
Application Source: **Esnap**
Project Period Begin Date: 04/15/2007
Project Period End Date: 03/31/2012
eApplication Status: [REDACTED]
FOA: [REDACTED]
NIH Appl. ID: [REDACTED]

Other Relevant Documents ?
Additions for Review (0 documents)

Status History

Effective Date	Status Message	Institute or Center	Assignment Date
		NATIONAL INSTITUTE OF ALLERGY AND INFECTIOUS DISEASES (Primary)	02/24/2010
		NATIONAL INSTITUTE OF DIABETES AND DIGESTIVE AND KIDNEY DISEASES	02/24/2010

Application Information

Application Information	Study Section	Advisory Council(AC) Information
Award Document Number: [REDACTED]	Scientific Review Group: SBCA	
FSR Accepted Code: N	Council Meeting Date(YYYY/MM): 2011/00	
Snap Indicator Code: Y		
Impact/Priority Score: [REDACTED]		
Percentile: [REDACTED]		
Early Stage Investigator Eligible: [REDACTED]		
New Investigator Eligible: [REDACTED]		

Reference Letter(s)

This list shows Reference Letters associated with this particular Grant Application. Principal Investigator can see a list of all Reference Letters within Personal Profile - Reference Letters section on eRA Commons

Contacts

Administration	Name	Phone	Email
Grants Management Specialist(GMS)	[REDACTED]	[REDACTED]	eRAStage@mail.nih.gov
Program Official(PO)	[REDACTED]	[REDACTED]	eRAStage@mail.nih.gov

[Close](#)

Figure 10: Status Information Screen for Electronic Grants eSNAP Eligible

Status Information

General Grant Information

Status: Pending administrative review. Refer any questions to Program Official or Grants Management Specialist.

Institution Name: THE REGENTS OF THE UNIV. OF CALIF., UNIV. OF CALIF., SAN DIEGO
 School Name: GENERAL CAMPUS
 School Category: SCHOOLS OF ARTS AND SCIENCES
 Division Name: NONE
 Department Name: CTR FOR RESEARCH IN LANGUAGE
 PI Name: [REDACTED]
 Application ID: 5R01DC
 Proposal Title: Emergence of Grammar in a New Sign Language
 Proposal Receipt Date: [REDACTED]
 Last Status Update Date: 01/29/2010
 Budget Start Date: 01/01/2011
 Budget End Date: 12/31/2011
 Progress Report Due Date: 11/01/2010
 Current Award Notice Date: [REDACTED]
 Application Source: Paper
 Project Period Begin Date: 01/27/2004
 Project Period End Date: 12/31/2013
 eApplication Status: [REDACTED]
 FOA: [REDACTED] - RESEARCH PROJECT GRANT (PARENT R01)
 NIH Appl. ID: [REDACTED]

Other Relevant Documents ?
 Additions for Review (0 documents)

Other Relevant Documents ?
 Additions for Review (0 documents)

Status History

Effective Date	Status Message	Institute or Center Assignment	Institute or Center	Assignment Date
		NATIONAL INSTITUTE ON DEAFNESS AND OTHER COMMUNICATION DISORDERS (Primary)		01/29/2010

Application Information

Award Document Number:	Study Section	Advisory Council(AC) Information
[REDACTED]	Scientific Review Group: Council Meeting Date(YYYY/MM):	LOCOM 2011/00

FSR Accepted Code: N
 Snap Indicator Code: Y
 Impact/Priority Score: [REDACTED]
 Percentile: [REDACTED]
 Early Stage Investigator Eligible: [REDACTED]
 New Investigator Eligible: [REDACTED]

Reference Letter(s)

This list shows Reference Letters associated with this particular Grant Application. Principal Investigator can see a list of all Reference Letters within Personal Profile - Reference Letters section on eRA Commons

Contacts

Administration	Name	Phone	Email
Grants Management Specialist(GMS)	[REDACTED]	[REDACTED]	eRAStage@mail.nih.gov
Program Official(PO)	[REDACTED]	[REDACTED]	eRAStage@mail.nih.gov

[Close](#)

Figure 11: Status Information Screen for Paper Grants eSNAP Eligible

Status Information

General Grant Information

Status: Pending administrative review. Refer any questions to Program Official or Grants Management Specialist.

Institution Name: CHILDREN'S HOSPITAL
 School Name: [REDACTED]
 School Category: [REDACTED]
 Division Name: [REDACTED]
 Department Name: [REDACTED]
 PI Name: [REDACTED]
 Application ID: 5R01HL
 Proposal Title: SPECS: Safe Pediatric Euglycemia in Cardiac Surgery
 Proposal Receipt Date: [REDACTED]
 Last Status Update Date: 05/11/2010
 Budget Start Date: 06/01/2011
 Budget End Date: 05/31/2012
 Progress Report Due Date: 04/01/2011
 Current Award Notice Date: [REDACTED]
 Application Source: Paper
 Project Period Begin Date: 06/01/2007
 Project Period End Date: 05/31/2012
 eApplication Status: [REDACTED]
 FOA: [REDACTED]
 NIH Appl. ID: [REDACTED]

Other Relevant Documents ?
 Progress Report Face Page
 Additions for Review (0 documents)

Other Relevant Documents ?
 Progress Report Face Page
 Additions for Review (0 documents)

Status History

Effective Date	Status Message	Institute or Center Assignment	Institute or Center	Assignment Date
		NATIONAL HEART, LUNG, AND BLOOD INSTITUTE (Primary)		05/11/2010
		EUNICE KENNEDY SHRIVER NATIONAL INSTITUTE OF CHILD HEALTH & HUMAN DEVELOPMENT		05/11/2010
		NATIONAL INSTITUTE OF DIABETES AND DIGESTIVE AND KIDNEY DISEASES		05/11/2010

Application Information

Award Document Number:	Study Section	Advisory Council(AC) Information
[REDACTED]	Scientific Review Group: Council Meeting Date(YYYY/MM):	CICS 2011/00

FSR Accepted Code: N
 Snap Indicator Code: N
 Impact/Priority Score: [REDACTED]
 Percentile: [REDACTED]
 Early Stage Investigator Eligible: [REDACTED]
 New Investigator Eligible: [REDACTED]

Reference Letter(s)

This list shows Reference Letters associated with this particular Grant Application. Principal Investigator can see a list of all Reference Letters within Personal Profile - Reference Letters section on eRA Commons

Contacts

Administration	Name	Phone	Email
Program Official(PO)	[REDACTED]	[REDACTED]	eRATest@mail.nih.gov

[Close](#)

Figure 12: Status Information Screen for Paper Grants Not eSNAP Eligible

Text Updated in Reviewer-Specific Screen

On the *Reviewer-Specific* screen under the **Personal Profile** tab, a note was added below the wording, **Continuous Submission Eligibility & Reviewer Service History**. The note reads as follows:

If you are eligible for Continuous Submission, you can see your name on Continuous Submission eligibility list.

The words, **Continuous Submission eligibility list**, are a link to <http://grants.nih.gov/grants/peer/#continuous>.

The screenshot displays the 'Reviewer-Specific' screen in the eRA Commons system. At the top, the eRA Commons logo is visible, along with the user's name and institution (SOUTHWEST FOUNDATION FOR BIOMEDICAL RES). The navigation menu includes 'Home', 'Admin', 'Institution Profile', 'Personal Profile', 'Status', 'eSNAP', 'Internet Assisted Review', 'xTrain', 'Links', 'eRA Partners', and 'Help'. The 'Reviewer Specific' tab is active, and the 'Residential Address' sub-tab is selected. A message states: 'Reviewers: Please go to the Residential Address tab to access the Secure Payee Registration System (SPRS)'. Below this is a form titled 'Reviewer Address' with the following fields: Line 1, Line 2, Line 3 (7620 NW Loop 410), Line 4 (PO Box 760549), Phone, E-mail (eRAStage@mail.nih.gov), City (San Antonio), State (TEXAS), Zip Code (78227), and Country (UNITED STATES). A red circle highlights a note: 'If you are eligible for Continuous Submission, you can see your name on [Continuous Submission eligibility list](#)'. Below the note is a section for 'Continuous Submission Eligibility Period' with a dropdown menu and a 'Submit' button.

Figure 13: Reviewer Specific Screen

PD/PI Entered Citations Removed from Commons

As was communicated in announcement NOT-OD-10-103, all PD/PI entered citations now have been removed from the *eSNAP* and *PPF Publication* sections of Commons. Citations must be entered using the National Library of Medicine's (NLM) My Bibliography tool.

To view announcement NOT-OD-10-103 click the following link:
<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-103.html>.

Progress Reports for Multi-Year Funded Awards Now Available for Upload, Review, and Submission to Agency

Commons- *Status* module now provides Signing Officials (SO), PD/PI, and/or PD/PI Delegates the ability to upload, review, and submit to Agency, Progress Reports for Multi-Year Funded Awards (MYPR).

To upload a MYPR, the PD/PI user selects the **MYPR** link from the **Action** column of the *Status Result – List of Applications/Grants* screen.

Application ID	Grants.gov Tracking #	Proposal Title	PD/PI Name	eSubmission Status	Current Application Status	Status Date	Action
1DP20D123456-01	GRANT000000001	The Study of Viral Oncology	WASHINGTON, GEORGE	Submission Complete	Not Discussed	09/13/2007	Transmittal Sheet MYPR
1R03CA123456-01	GRANT000000002	The Study of Viruses and the Effects on Cancer	WASHINGTON, GEORGE	Submission Complete	Awarded, Non-fellowships only	01/22/2010	Transmittal Sheet
1R01DA123456-01	GRANT000000001	Cancer and Viruses in Adults	WASHINGTON, GEORGE	Submission Complete	Not Discussed	06/06/2007	Transmittal Sheet

Figure 14: Select the MYPR Link from the Action Column of the Status Result - List of Applications/Grants Screen

The user is taken to the *Upload Annual Progress Report for Multi-Year Funded Award* screen and can import the MYPR by selecting the import button for the particular year (e.g., **Import Year 1** button).

Home Admin Institution Profile Personal Profile Status eSNAP Internet Assisted Review xTrain Links eRA Partners Help

Recent/Pending eSubmissions List of Applications/Grants Search by Grants.gov Tracking Num

Upload Annual Progress Report for Multi-Year Funded Award

* indicates required field

Name: WASHINGTON, GEORGE Grant Number: 1DP20D123456-01

Grantee Institution: UNIVERSITY OF MOUNT VERNON

Files	File Name	Date Created	Status
Multi-Year Progress Report Year 1*			NOT UPLOADED

Cancel Import Year 1

Figure 15: Select the Import Button to Upload a Progress Report File

The system then displays the *Upload File* screen. Select the **Browse** button to search for and select the file to import. Select the **Upload File** button to complete the import.

Home Admin Institution Profile Personal Profile Status eSNAP Internet Assisted Review xTrain Links eRA Partners Help

Recent/Pending eSubmissions List of Applications/Grants Search by Grants.gov Tracking Num

Upload File

Select File

File Name: MYPR.pdf Browse...

Upload File Cancel

Figure 16: Browse for the Report File and Select the Upload File Button

When successful, remove, route, and submit options appears on the screen and a message displays as follows:

File uploaded successfully.

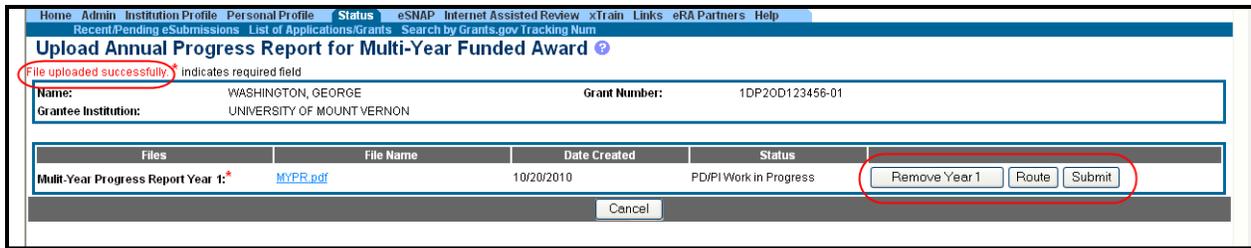


Figure 17: File Uploaded Successfully Message Displays

NOTE: The file type must be PDF format otherwise an error message will display and the import will fail.

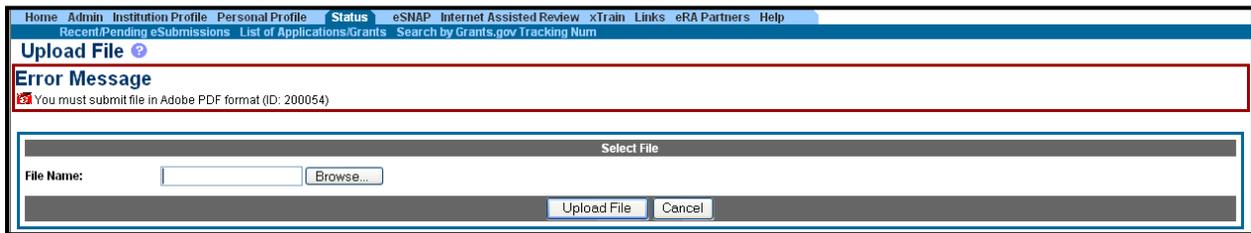


Figure 18: Uploaded File Must Be PDF Format

PD/PIs or PD/PI Delegates may also choose to remove a MYPR previously uploaded. To do so, the user selects the remove button for the particular year (e.g., **Remove Year 1** button).

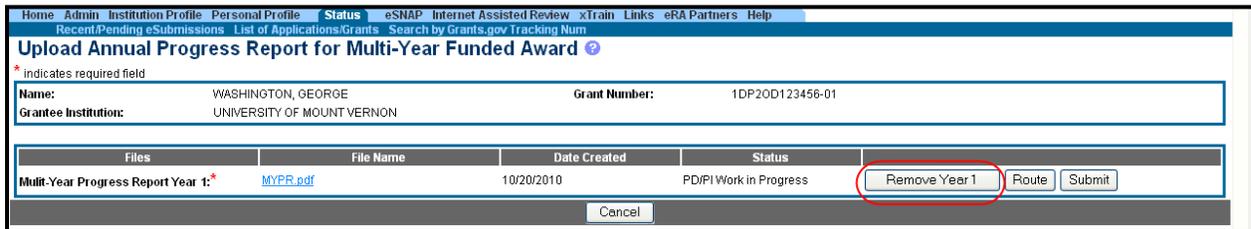


Figure 19: Select the Remove Year 1 Button

The system prompts for confirmation and displays the options to continue removing (**Delete File** button) or cancel the transaction (**Cancel** button). The user selects the **Delete File** button to continue.

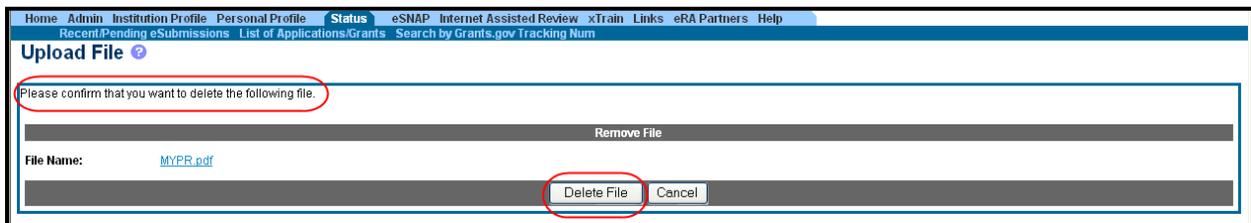


Figure 20: Select Delete File Button to Remove the MYPR

Deleting the file removes the file from the database. This is confirmed with the *File deleted successfully* message and the appearance of the button for importing a MYPR.

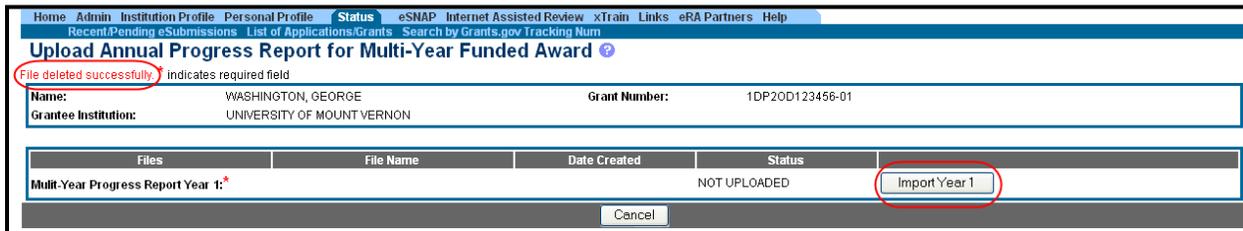


Figure 21: File Deleted Successfully

When a MYPR is ready to be routed to an SO, the PD/PI or PD/PI Delegate selects the **Route** button.

The system then displays the *Route to SO* section with the **Next Reviewer** drop-down list containing all eligible SOs in the institution. The user selects the appropriate reviewer, enters comments if desired, and selects the **Route to SO** button.

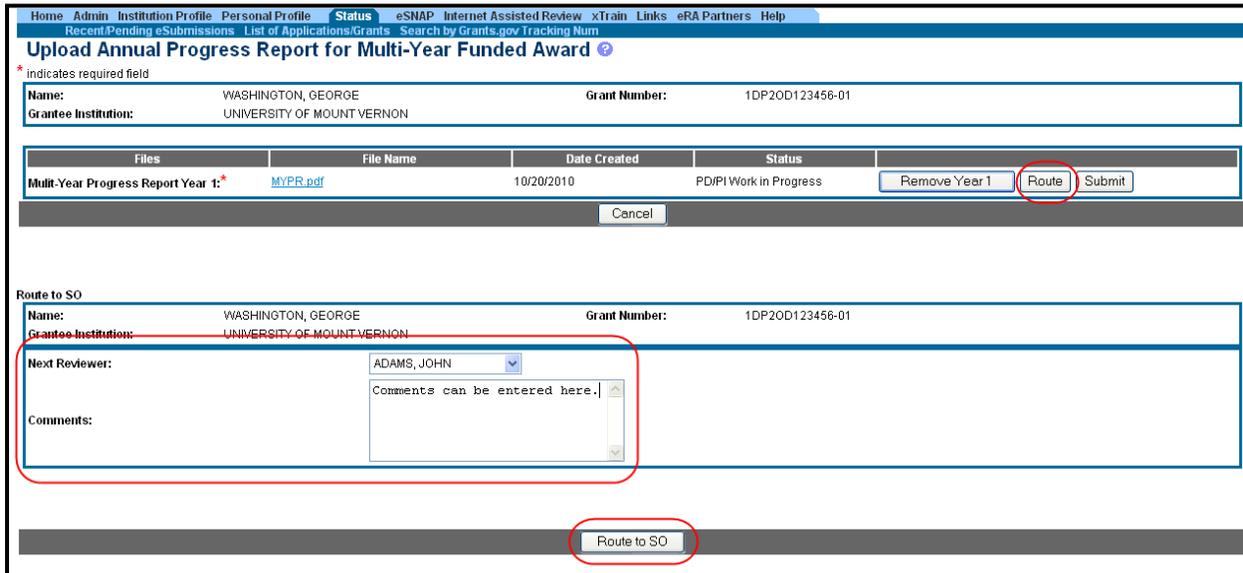


Figure 22: Route Button Opens Route to SO Feature

Once the **Route to SO** button has been selected, the system displays the *PD/PI Assurance* statement. The PD/PI selects the **I Agree** button to continue or the **Cancel** button to return to the previous screen.

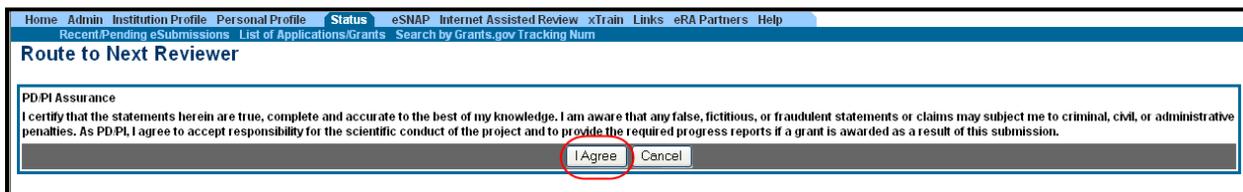


Figure 23: Select the I Agree Button to Continue

If the PD/PI selects the **I Agree** button, the record status is set to *SO Work in Progress*, and the PD/PI has read-only access to this file.

Home Admin Institution Profile Personal Profile Status eSNAP Internet Assisted Review xTrain Links eRA Partners Help

Recent/Pending eSubmissions List of Applications/Grants Search by Grants.gov Tracking Num

Upload Annual Progress Report for Multi-Year Funded Award

* indicates required field

Name: WASHINGTON, GEORGE Grant Number: 1DP20D123456-01
 Grantee Institution: UNIVERSITY OF MOUNT VERNON

Files	File Name	Date Created	Status
Multi-Year Progress Report Year 1*	MYPR.pdf	10/20/2010	SO Work in Progress

Cancel

Figure 24: Routing the MYPR Sets the Status to SO Work in Progress

Additionally, an email notification is sent to the SO. The text of the email notification is as follows:

<User Last Name>, <User First Name> has completed processing the Progress Report for Multi-Year Funded Grant <Grant Number>, and has forwarded it to you.

Please review the Progress Report in the NIH eRA Commons system and take the appropriate action for its eventual submission to the NIH. Please use the link provided below to access the eRA Commons login screen.

When an SO receives an email that a MYPR is ready for review, he accesses the report by selecting the **MYPR** link in the **Action Column** of **Status Result – General Search** screen.

Home Admin Institution Profile Personal Profile Status eSNAP xTrain Links eRA Partners Help

Status Result - General Search

Tips and Notes:

- PD/PI column shows Contact PI for multi-PI grants.

Application ID	Grants.gov Tracking #	Proposal Title	PD/PI Name	Application Status	Budget Start Date	Show All Prior Errors	Action
1DP20D123456-01	GRANT00000001P	The Study of Viral Oncology	WASHINGTON, GEORGE	Not Discussed	09/30/2007	Show All Prior Errors	Transmittal Sheet MYPR

1-16 of 16

Figure 25: Select the MYPR Link from the Action Column of the Status Result – General Search Screen

This will open the *Upload Annual Progress Report for Multi-Year Funded Award* screen on which the SO may view the report and can either re-route it back to the PD/PI or submit it to Agency.

To view the report, the SO selects the report name hyperlink under the **File Name** column.

Home Admin Institution Profile Personal Profile Status eSNAP xTrain Links eRA Partners Help

Upload Annual Progress Report for Multi-Year Funded Award

* indicates required field

Name: WASHINGTON, GEORGE Grant Number: 1DP20D123456-01
 Grantee Institution: UNIVERSITY OF MOUNT VERNON

Files	File Name	Date Created	Status
Multi-Year Progress Report Year 1*	MYPR.pdf	10/20/2010	SO Work in Progress

Route Submit

Cancel

Figure 26: Select the File Name Hyperlink to Access the MYPR

After viewing the report, the SO may decide to re-route it back to the PD/PI for changes or the SO may submit the report to Agency.

To re-route the report, the SO selects the **Route** button which will expand the screen to allow the SO to enter comments. The SO then selects the **Route to PI** button.

Home Admin Institution Profile Personal Profile **Status** eSNAP xTrain Links eRA Partners Help

Upload Annual Progress Report for Multi-Year Funded Award

* indicates required field

Name: WASHINGTON, GEORGE Grant Number: 1DP20D123456-01
 Grantee Institution: UNIVERSITY OF MOUNT VERNON

Files	File Name	Date Created	Status
Multi-Year Progress Report Year 1*	MYPR.pdf	10/20/2010	SO Work in Progress

Route Submit

Cancel

Comments: Enter comments here.

Route to PI

Figure 27: SO Can Route the MYPR to the PI

Once the **Route to PI** button is selected, the system displays the *SO Assurance* statement. The SO selects the **I Agree** button to continue or the **Cancel** button to return to the previous screen.

Home Admin Institution Profile Personal Profile **Status** eSNAP xTrain Links eRA Partners Help

Route to Next Reviewer

SO Assurance
 I certify that the statements herein are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. As SO I agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of this submission.

I Agree Cancel

Figure 28: SO Selects I Agree Button

If the SO selects the **I Agree** button, the record status is set to *PD/PI Work in Progress*, and the SO will have read-only access to this file.

Home Admin Institution Profile Personal Profile **Status** eSNAP xTrain Links eRA Partners Help

Upload Annual Progress Report for Multi-Year Funded Award

* indicates required field

Name: WASHINGTON, GEORGE Grant Number: 1DP20D123456-01
 Grantee Institution: UNIVERSITY OF MOUNT VERNON

Files	File Name	Date Created	Status
Multi-Year Progress Report Year 1*	MYPR.pdf	10/20/2010	PD/PI Work in Progress

Cancel

Figure 29: Routing to the PI Changes the Status to PD/PI Work in Progress

Additionally, an email notification is sent to the PI indicating that the report has been re-routed. The text of the email notification is as follows:

<User Last Name>, <User First Name> has reviewed Multi-Year Progress Report for <Grant Number> and routed it back to you for changes.

Please complete and re-upload the Progress Report in the NIH eRA Commons system and take the appropriate action for its eventual submission to the NIH. Please use the link provided below to access the eRA Commons login screen.

If after viewing the report the SO chooses to submit the report to Agency rather than re-route it to the PD/PI, the SO selects the **Submit** button.

Home Admin Institution Profile Personal Profile **Status** eSNAP xTrain Links eRA Partners Help

Upload Annual Progress Report for Multi-Year Funded Award

* Indicates required field

Name: WASHINGTON, GEORGE Grant Number: 1DP2OD123456-01
 Grantee Institution: UNIVERSITY OF MOUNT VERNON

Files	File Name	Date Created	Status	
Multi-Year Progress Report Year 1*	MYPR.pdf	10/20/2010	SO Work in Progress	Route Submit

Cancel

Figure 30: SO Selects the Submit Button to Submit to Agency

Once the **Submit** button is selected, the system displays the *Submit Application to NIH* screen and the user selects the **I Agree** button to continue or the **Cancel** button to cancel the submission. The **Cancel** button returns the user to the previous screen.

Home Admin Institution Profile Personal Profile **Status** eSNAP xTrain Links eRA Partners Help

Submit Application to NIH

Application Information

Name: WASHINGTON, GEORGE Grant Number: 1DP2OD123456-01
 Grantee Institution: UNIVERSITY OF MOUNT VERNON

APPLICANT ORGANIZATION CERTIFICATION AND ACCEPTANCE
 I certify that the statements herein are true, complete and accurate to the best of my knowledge, and accept the obligation to comply with Public Health Services terms and conditions if a grant is awarded as a result of these application. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.

I Agree Cancel

Figure 31: SO Selects the I Agree Button to Continue Submission Process

If the SO selects the **I Agree** button, a message displays indicating that the application has been submitted to NIH, and the system updates the status of the record to *Submitted to Agency*.

Home Admin Institution Profile Personal Profile **Status** eSNAP xTrain Links eRA Partners Help

Submit Application to NIH Successfully

Progress Report for Multi-Year Funded Award was successfully submitted to Agency.

OK

Figure 32: MYPR Successfully Submitted to Agency

Additionally, an email notification is sent to the PD/PI, PD/PI Delegate, the SO, and the appropriate Institute/Center (I/C).

Submit Authority Delegation and Revocation Enabled

Signing Officials (SO) now have the authority to delegate and revoke MYPR submit authority to Principal Investigators (PI). This delegation will be completed in the same way and at the same time as the delegation to submit Electronic Streamlined Non-Competing Awards Process (eSNAP).

Once the submit authority has been granted, the *Status Result – List of Applications/Grants* screen and the *Status Result – General Search* screen will display a **MYPR** link in the **Action** column.

Application ID	Grants.gov Tracking #	Proposal Title	PD/PI Name	eSubmission Status	Current Application Status	Status Date	Action
1DP20D123456-01	GRANT000000001	The Study of Viral Oncology	WASHINGTON, GEORGE	Submission Complete	Not Discussed	09/13/2007	Transmittal Sheet MYPR
1R03CA123456-01	GRANT000000002	The Study of Viruses and the Effects on Cancer	WASHINGTON, GEORGE	Submission Complete	Awarded, Non-fellowships only	01/22/2010	Transmittal Sheet
1R01DA123456-01	GRANT000000001	Cancer and Viruses in Adults	WASHINGTON, GEORGE	Submission Complete	Not Discussed	06/06/2007	Transmittal Sheet

Figure 33: Status Result - List of Applications/Grants Screen with MYPR Link

Status Module to Accommodate Multiple Principal Investigators

Several screens in the Status module have been enhanced to accommodate the MPI (Multiple Principal Investigator) functionality. Those affected include the *Status Result – General Search*, *Status Result – Just in Time*, *Status Result – Pending Progress Report*, *Status Result – Recently Awarded*, *Status Result – Recent/Pending eSubmissions*, *Status Result – Closeout Search*, and *Status Result – List of Applications/Grants* screens. On these screens, the **Application ID** column displays an indicator of **MPI** next to the application ID for grants with multiple PD/PIs. Also on these screens, the **PI Name** column has been renamed to **PD/PI Name**.

Application ID	Grants.gov Tracking #	Proposal Title	PD/PI Name	Application Status	Budget Start Date	Show All Prior Errors	Action
1R33CA123456-01 (MPI)	GRANT12345678P	Cancer research in adult male smokers of the US	HOPE, ROBERT	Council review completed	12/01/2010	Show All Prior Errors	
1R10CA123456-01 (MPI)	GRANT12341234P	Cancer causing foods and their impact on society.	TWAIN, MARK	Council review completed	01/01/2010	Show All Prior Errors	
1R03CA123456-01	GRANT12312312P	Study of families with cancer survivor relatives.	MADISON, JIM	Council review completed	12/01/2010	Show All Prior Errors	

Figure 34: Status Result - General Search Screen with MPI indicator in Application ID Column and New PD/PI Column Name

Additionally, for MPI grants, multiple PIs are now listed with the contact PI indicated as such on the following pages: *Closeout Status*, *Closeout – Upload Final Progress Report*, *Submit Final Invention Statement*, and *Submit FSR* pages.

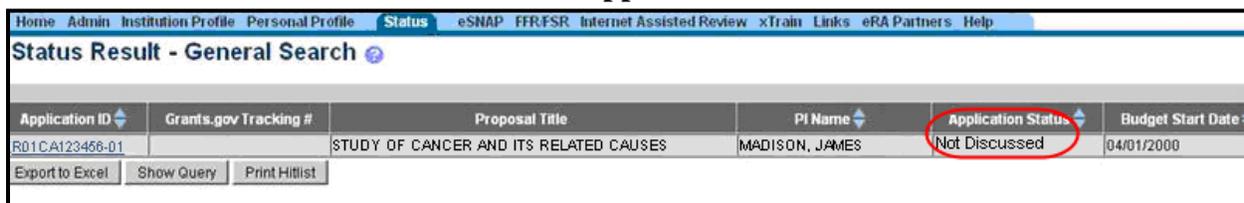
Application Information	
Grant Number:	1R01RZ123445-01A1 PD/PI Name: DALTON/WASHINGTON, GEORGE; ADAMS, JOHN (CONTACT) ; JEFFERSON, TOM, MADISON, JIM
Closeout Contact Name:	JANE DOE SMITH Closeout Contact Email: eRATest@mail.nih.gov
Closeout Contact Phone:	301-123-0101 Project Period: 01/10/2008 to 12/31/2008
Proposal Title:	Cancer screening study for patients taking experimental cancer fighting drugs

Figure 35: PD/PI Names Listed with Contact PI Called Out

NOTE: Any PI is able to upload a Final Progress Report, however, only the contact PI will receive an email confirming the upload.

Status Code Unscored Changed to Not Discussed

Status Code *Unscored* has been changed to *Not Discussed*. This change can be viewed on the *Status Result – General Search* screen in the **Application Status** column.

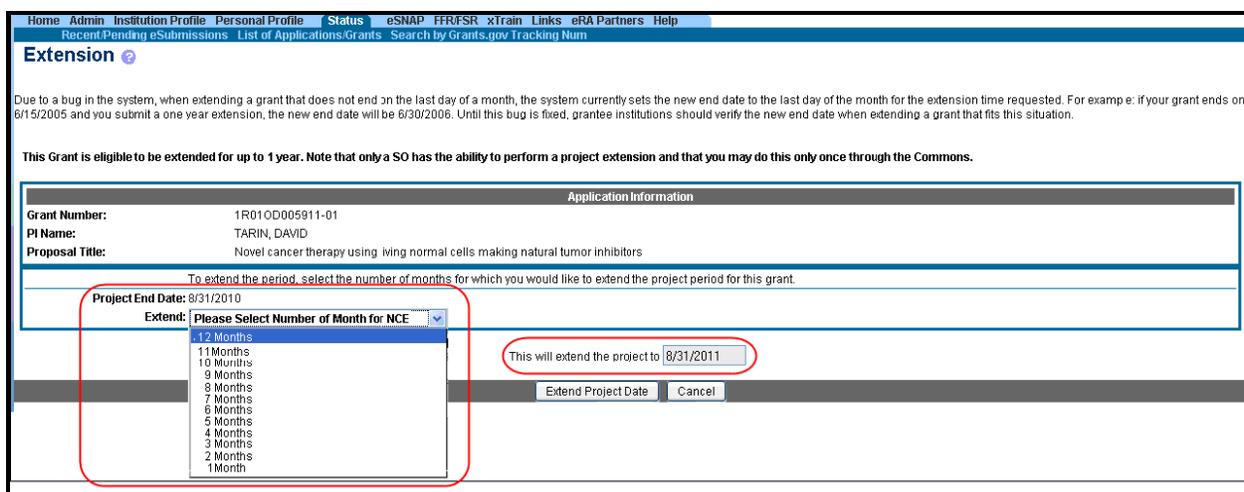


Application ID	Grants.gov Tracking #	Proposal Title	PI Name	Application Status	Budget Start Date
R01CA123456-01		STUDY OF CANCER AND ITS RELATED CAUSES	MADISON, JAMES	Not Discussed	04/01/2000

Figure 36: Status Result - General Search with Not Discussed Application Status

Ability to Submit Extension in One Month Increments Added to the Status Module

The *Status – Extension* screen has been enhanced to allow users to submit a No Cost Extension (NCE) in increments of one month. The **Extend:** drop-down list will contain values for number of months ranging from **12 Months** to **1 Month**. The user can select the appropriate extension time from this list. The new project end date will be calculated based on the selected timeframe of extension.



Due to a bug in the system, when extending a grant that does not end on the last day of a month, the system currently sets the new end date to the last day of the month for the extension time requested. For example: if your grant ends on 6/15/2005 and you submit a one year extension, the new end date will be 6/30/2006. Until this bug is fixed, grantee institutions should verify the new end date when extending a grant that fits this situation.

This Grant is eligible to be extended for up to 1 year. Note that only a SO has the ability to perform a project extension and that you may do this only once through the Commons.

Application Information

Grant Number: 1R01OD005911-01
PI Name: TARIN, DAVID
Proposal Title: Novel cancer therapy using living normal cells making natural tumor inhibitors

To extend the period, select the number of months for which you would like to extend the project period for this grant.

Project End Date: 8/31/2010

Extend: Please Select Number of Month for NCE

- 12 Months
- 11 Months
- 10 Months
- 9 Months
- 8 Months
- 7 Months
- 6 Months
- 5 Months
- 4 Months
- 3 Months
- 2 Months
- 1 Month

This will extend the project to 8/31/2011

Extend Project Date Cancel

Figure 37: Status - Extension Screen with Extend: Drop-down List

Final Progress Report Upload Must be in PDF Format

The Final Progress Report (FPR) upload on the *Status Closeout* screen must be in PDF format. If the FPR is not in PDF format, the following error message appears: *Invalid File Extension*.



Figure 38: Commons Status Closeout Screen

PI Verification No Longer Required for Submitting Final Invention Statement in Closeout

The Commons Closeout module has been modified to remove the PI signature from the Final Invention Statement (FIS). For multiple PI grants, there is no longer any need for every Program Director/Principal Investigator's (PD/PI) signature or approval on the FIS submission. Any PD/PI is able to upload the FIS besides the contact PI. Therefore the Signing Official (SO) is the only submitting approver. The instructions were modified on the *Submit Final Invention Statement* screen to reflect this change and read as follows:

To process a Final Invention Statement (HHS Form 568), the individual performing the initial submission - whether that person is the Program Director/Principal Investigator (PD/PI) on the grant or a Signing Official (SO) - at the institution must determine whether inventions are to be reported. If inventions are reported, the specific inventions must be listed. Following this process, the SO should review the report identified by the "View Invention Statement" link and if acceptable, submit the Final Invention Statement to HHS for that Grant.

The error message is no longer displayed on the *Submit Final Invention Statement* screen when the SO selects to submit the FIS without a PI's verification.

Electronic Research Administration
eRA Commons
 Sponsored by National Institutes of Health

Welcome swetha_so
 Institution UNIVERSITY OF CALIFORNIA SAN DIEGO
 Authority: AA AO FSR PI SO ASST TRAWEE BO FCOI POSTDOC LogOut

Version 2.28.01
 Home Admin Institution Profile Personal Profile Status eSNAP IIRSR xTrain FCOI Links eRA Partners Help

Recent/Pending eSubmissions List of Applications/Grants Search by Grants.gov Tracking Item

Submit Final Invention Statement

Application Information

Grant Number: [REDACTED] PD/PI Name: [REDACTED]
 Closeout Contact Name: [REDACTED] Closeout Contact Email: eRATest@mail.nih.gov
 Closeout Contact Phone: (301) 594-8838 Project Period: 09/30/2002 to 08/31/2007
 Proposal Title: Pathogenesis of Familial Juvenile Polyposis

[Yes] [No] [Cancel]

To process a Final Invention Statement (HHS Form 568), the individual performing the initial submission—whether that person is the Program Director/Principal Investigator (PD/PI) on the grant or a Signing Official (SO) if the institution must determine whether inventions are to be reported. If inventions are reported, the specific inventions must be listed. Following this process, the SO should review the report identified by the "View Invention Statement" link and, if acceptable, Submit the Final Invention Statement to HHS for that grant.

Figure 39: Commons Submit Final Invention Statement Screen

Final Invention Statement Notification Revisions

The PD/PI verification is no longer required for submitting the FIS at grant closeout. Different emails are now being set to the PD/PI and the Signing Official (SO). The email changes are:

If the email subject is **Invention Statement Verification Required**, then the email is sent to the grantee institution when the PD/PI saves the FIS.

NOTE: The grantee institution's e-mail address is taken from the **Policy Announcements and Notifications Email Address** field located in the *Institution Profile*.

eRA Commons: A Final Invention Statement for Grant 3R01CA [REDACTED] requires verification

An Invention Statement has been saved by the Principal Investigator BISSELL, MINA J in the eRA Commons. Please review the Invention Statement and take the appropriate action for its eventual submission to the NIH.

If you have any questions about this email, please contact MINA J BISSELL at guttikondas@od.nih.gov, who initiated this action.

For any further questions about this email, please contact the eRA Help Desk at our preferred method of contact <http://ithelpdesk.nih.gov/eRA/> or call 1-866-504-9552 (tty: 301-451-5939) or commons@od.nih.gov <<mailto:commons@od.nih.gov>>.

Please access the NIH Commons at <https://commons.test.era.nih.gov/commons/>

Figure 40: Final Invention Statement Email when PD/PI Saves

If the email subject is **Invention Statement Saved**, then the email is sent to the PD/PI when the SO saves the FIS. In the case of a multiple principal investigators' (MPI) grant, the contact PI is sent the email.

eRA Commons:The Final Invention Statement for Grant 3R01CA [REDACTED] has been Saved by the Signing Official at your Institution

An Invention Statement has been saved by the Signing Official Spears, Michael Timothy in the eRA Commons. Now you can access Grant 3R01CA057621-17S1 in eRA Commons and view the entered Final Invention Statement. Once submitted by the Signing Official, the Final Invention Statement will become available to Government Staff for further processing.

If you have any questions about this email, please contact Michael Timothy Spears at guttikondas@od.nih.gov, who initiated this action.

For any further questions about this email, please contact the eRA Help Desk at our preferred method of contact <http://ithelpdesk.nih.gov/eRA/> or call 1-866-504-9552 (tty: 301-451-5939) or commons@od.nih.gov <<mailto:commons@od.nih.gov>>.

Please access the NIH Commons at <https://commons.test.era.nih.gov/commons/>

Figure 41: Final Invention Statement Email when SO Saves

The PD/PI name is deleted from the email when the email subject is **Final Invention Statement Submitted**.

eRA Commons:The Final Invention Statement for Grant 3R01CA [REDACTED] has been Submitted to the NIH

The Final Invention Statement has been submitted to the NIH for Grant 3R01CA057621-17S1 in the NIH Commons. This Final Invention Statement was verified by:
Signing Official: Spears, Michael Timothy.

If you have any questions about this email, please contact Michael Timothy Spears at guttikondas@od.nih.gov, who initiated this action.

For any further questions about this email, please contact the eRA Help Desk at our preferred method of contact <http://ithelpdesk.nih.gov/eRA/> or call 1-866-504-9552 (tty: 301-451-5939) or commons@od.nih.gov <<mailto:commons@od.nih.gov>>.

Please access the NIH Commons at <https://commons.test.era.nih.gov/commons/>

Figure 42: Final Invention Statement Submitted Email