

# School of Dentistry Office of Research – January 11, 2021

## Did you know you need to have an eRA Commons ID to submit an NIH grant?

- What is eRA Commons?  
eRA Commons (<https://public.era.nih.gov/commons/>) is an online interface where grant applicants, grantees and federal staff at NIH and grantor agencies can access and share administrative information relating to research grants.
- A Commons ID is encouraged, but currently optional, for all other project personnel. A general Commons Role of Project Personnel is available for those not assigned other Commons Roles.

Please take the time to read this information and if you are uncertain or have questions contact Lenora Trujillo, [Lenora.G.Trujillo@uth.tmc.edu](mailto:Lenora.G.Trujillo@uth.tmc.edu), in School of Dentistry Office of Research for guidance.

## READ BELOW TO LEARN MORE ↓↓

### What are the features?

eRA Commons users, based on their role, can conduct a variety of business in Commons, including:

- Track the status of their grant applications through the submission process, view errors and/or warnings and check the assembled grant image.
- View [summary statements](#) and [score](#) letters following the initial review of their applications.
- View [notice of award](#) and other key documents.
- Submit [Just-in-Time](#) information (signing officials only) requested by the grantor agency prior to a final award decision.
- Submit an annual progress report electronically using the [Research Performance Progress Report \(RPPR\)](#).
- Submit the required documentation, including the Financial Status Report/Federal Financial Report, Final Research Performance Progress Report, and Final Invention Statement to close out the grant.
- Submit Prior Approval requests, including no-cost extensions, carryover, change of PD/PI, and withdrawal of an application.

### Who needs an eRA Commons Account for Application Submission?

- Project Director/Principal Investigator (PD/PI) and any multiple-PD/PIs
- Sponsor on a fellowship application
- Component leads on a multi-project application
- Candidates for diversity supplement support
- Primary mentor identified on individual mentored career development applications

### Who needs an eRA Commons Account for Progress Reporting?

- Project Director/Principal Investigator (PD/PI) and any multiple-PD/PIs
- Undergraduate
- Graduate Student
- Postdoctoral

### How do I obtain an eRA Commons account & affiliate with UTHealth?

Contact Lenora Trujillo the Office of Research or [eRA Commons Account Registration](#).