

## Signing Official and Principal Investigator Privileges in eRA Commons

Responsibility	Task	Signing Official (SO)	Principal Investigator (PI)
<b>Registration</b>	Register & maintain registrations with required federal agencies	(Has to also be Authorized Organization Representative)	
<b>User Accounts</b>	Affiliate, manage, and create user accounts		
<b>Application Submission</b>	Submit an application to Grants.gov		
<b>Application Tracking</b>	Check on status of application		
	Check for errors/warnings on application		
<b>Just in Time</b>	Enter info		
	Submit		
<b>Reporting</b>	Initiate Research Performance Progress Report (RPPR)/Multi-Year Progress Report (MYPR)		
	Enter info for RPPR/MYPR		
	Submit RPPR		Possible, if delegated privilege by SO
<b>Prior Approval Requests</b>			
<i>Request No Cost Extension</i>	Initiate		
	Add Info		
	Submit		
<i>Withdrawal of grant</i>	Initiate		
	Submit		
<i>Request Carryover</i>	Initiate		
	Enter Info		
	Submit		
<i>Request Change of PD/PI</i>	Initiate		
	Submit		
<b>Closeout</b>	Enter info		
	Submit		
<b>Manage access to ASSIST</b>			