

eRA Commons Roles & Privileges Matrix

	Administrative Roles for Research Support				Scientific Roles for Research			Other Roles		
Roles	SO <i>(signing official)</i>	AO <i>(administrative official)</i>	AA <i>(account administrator)</i>	BO <i>(business official)</i>	PI <i>(principal investigator)</i>	TRAINEE	SPONSOR	ASST <i>(assistant)</i>	IAR <i>(internet assisted review)</i>	ASSIST_ACCESS_MAINTAINER_ROLE <i>(manage access to ASSIST applications)</i>
Account Management	All but IAR	All but SO, BO, FCOIs, IAR	All but SO, FCOIs, IAR	All but SO, BO, FCOIs, IAR						
ASSIST * **	Initiate, Edit, Submit, Update status from WIP to Final, Manage access, Delegate "Manage Access" ability	Initiate, Edit, Update Status from WIP to Final			Initiate, Edit, Delegate the 'initiate' and 'edit' abilities					
Reject Applications	Yes									
Detailed Status Screen	Yes	Yes, except Review outcomes			Yes for own applications & awards			View if delegated Status by PI		
Just-in-Time	View/ Edit/ Submit				View / Edit					
Annual RPPR	View/ Edit/ Submit	View / Edit			Initiate/ View/ Edit & Submit if delegated Submit			View / Edit if delegated RPPR		
Final RPPR	Initiate/ View/ Edit/ Submit	View / Edit			Initiate/ View/ Edit & Submit if delegated Submit			View / Edit if delegated RPPR		

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Interim RPPR	Initiate/ View/ Edit/ Submit	View / Edit			Initiate/ View/ Edit & Submit if delegated <i>Submit</i>			View / Edit if delegated <i>RPPR</i>		
NCE via Status	View/ Edit/ Submit									
Admin Supps	View/ Edit/ Submit									
Closeout	View/ Edit/ Submit				View / Edit					
FFR	If assigned the FSR role also									
xTrain	View	View / Edit		View Data / Initiate & Submit terminations	Initiate/View / Edit/ Submit	View / Edit Own Notices	View / Terminate Fellows	Initiate / View / Edit if delegated <i>xTrain or Sponsor</i>		
xTRACT	View/ Create xTRACT Persons	View/ Create xTRACT Persons	View/ Create xTRACT Persons	View/ Create xTRACT Persons	Initiate/ View/Finalize/ Unfinalize/ Edit tables & Create xTRACT Persons			Initiate / View / Edit Tables & create xTRACT Persons if delegated <i>xTrain</i>		
IAR									Access IAR tab for Review activities	
Manage ASSIST Access	Yes				Only their own applications					For all their institution's applications

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IPF	View/ Edit	View	View	View	View	View	View	View	View	
PPF	View/ Edit own PPF	View/ Edit own PPF	View/ Edit own PPF	View/ Edit own PPF	View/ Edit own PPF	View/ Edit own PPF	View/ Edit own PPF	View/ Edit own PPF, and PI's if delegated PPF	View/ Edit own PPF	
NCE via Prior Approval	Initiate/ View/ Edit/ Submit									
Withdrawal via Prior Approval	Initiate/ Submit				Initiate / View					
Change of PD/PI via Prior Approval	Initiate/ View/ Edit/ Submit									
Carryover via Prior Approval	Initiate/ View/ Edit/ Submit				View / Edit					

* See the table below titled "LRP" for information about LRP applications in ASSIST

** Although an eRA user needs the SO role in ASSIST to submit an application, the person also needs the AOR role granted by Grants.gov in order to submit.

	Administrative Roles for Reporting				
Roles	FCOI <i>(Financial Conflict of Interest)</i>	FCOI_ASST <i>(Financial Conflict of Interest Assistant)</i>	FCOI_View <i>(Financial Conflict of Interest View)</i>	FSR <i>(Financial Status Reporter)</i>	PACR <i>(Public Access Compliance Report)</i>
FCOI	Initiate / View / Edit / Submit	View / Edit	View		
FSR				Initiate / View / Edit / Submit	
Public Access Reports					View / Edit / Submit
IPF	View	View	View	View	View
PPF	View /Edit own PPF	View /Edit own PPF	View /Edit own PPF	View /Edit own PPF	View /Edit own PPF

	Other Scientific Roles				
Roles	UNDERGRADUATE (Undergraduate Student)	GRADUATE_STUDENT (Graduate Student)	POSTDOC (Post-Doctoral)	SCIENTIST (Scientist)	PROJECT_PERSONNEL (Project Personnel)
FCOI					
FFR					
Public Access Reports					
IPF	View	View	View	View	View
PPF	View /Edit own PPF	View /Edit own PPF	View /Edit own PPF	View /Edit own PPF	View /Edit own PPF

Loan Repayment Program (LRP) Roles	to	Notes
LRP Applicants (PI)	<p>LRP applicants are assigned a PD/PI (program director/principal investigator) role.</p> <p>LRP applicants must have the PI role to submit their LRP application in ASSIST (applicants can initiate prior to receiving the PI role, but must be designated a PI role before submitting)</p>	<p>Designating the PI role in the eRA Commons for an individual does not bestow on them any special status. It is merely the name of the role within the electronic system that provides the administrative authority needed to see pertinent information regarding an application.</p>
Institutional Business Official (BO)	<p>A person from the LRP applicant's research institution who uses the IBO Portal to certify key facts about the applicant in an official capacity are assigned a business official (BO) role.</p>	<p>Designating the BO role in the eRA Commons for an individual does not bestow on them any special status. It is merely the name of the role within the electronic system that provides them with the administrative authority needed to certify key facts about the applicant in an official capacity.</p>
Research Supervisor (intramural or extramural) (LRPS)	<p>A person from the LRP awardee's research institution who uses the Service/Research Verification Portal to verify service and research once per quarter possesses the LRPS role, which gives access to the portal.</p>	
IC Coordinator (LRPS and SPONSOR)	<p>A person from the awardee's IC who uses the Service/Research Verification Portal to verify service once per quarter possesses both the LRPS and SPONSOR role.</p>	