

Signing Official and Principal Investigator Privileges in eRA Commons

Responsibility	Task	Signing official (SO)	Principal Investigator (PI)
Registration	Register & maintain registrations with required federal agencies	✓	
User Accounts	Affiliate, manage, and create user accounts	✓	
Application Submission	Submit an application to Grants.gov	✓ (Has to also be Authorized Organization Representative in Grants.gov)	
Application Tracking	Check on status of application	✓	✓
	Application Submission	✓	✓
Reject Application	Remove an application from review consideration	✓	
Just in Time	Enter Info	✓	✓
	Submit	✓	
View Scores and Summary Statement	Accessible via the detailed Status Screen		✓
View Notice of Award	Accessible via the detailed Status Screen	✓	✓
Reporting	Initiate Research Performance Progress Report (RPPR)/MultiYear Progress Report (MYPR)		✓
	Enter info for RPPR/MYPR	✓	✓
	Submit RPPR	✓	Possible, if delegated privilege by SO
Prior Approval Requests			
Request No Cost Extension	Initiate	✓	
	Add Info	✓	
	Submit	✓	
Withdrawal of grant	Initiate	✓	✓
	Submit	✓	
Request Carryover	Initiate	✓	
	Enter Info	✓	✓
	Submit	✓	
Request Change of PD/PI	Initiate	✓	
	Submit	✓	
Federal Financial Report	Initiate	Only a user with the FSR role has the authority to view, enter data, and submit View the FFR on behalf of the institution.	
	Submit		
Closeout	Enter info	✓	✓
	Submit	✓	✓
Manage access to ASSIST		✓	✓