

Account Management

(for all users)

June 16, 2026

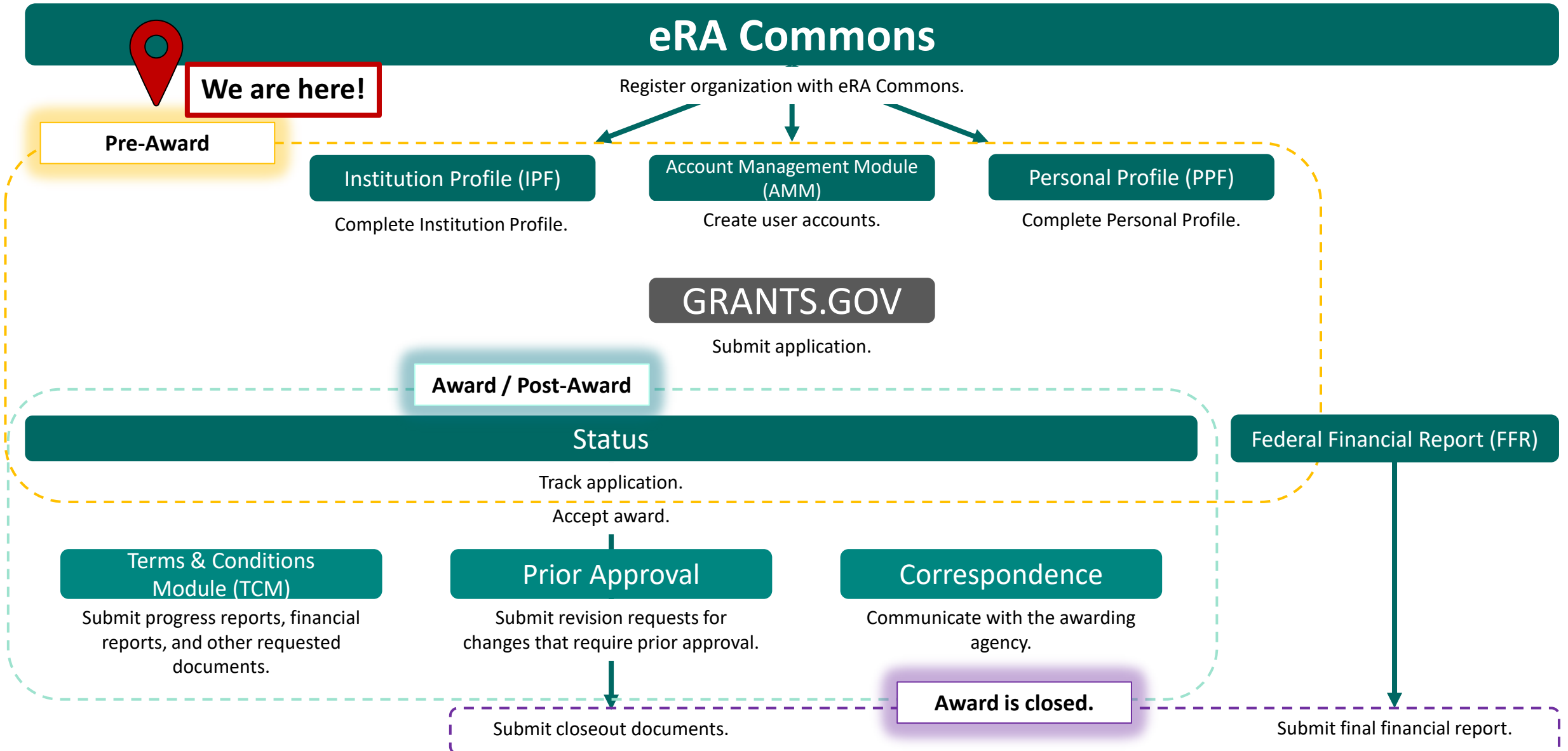


Training Agenda



- Award Lifecycle (Recap)
- eRA Commons User Accounts/Roles
- How to Get an eRA Commons Account
- Logging In
- Resetting Your Password
- Consolidating Multiple Accounts
- Institution Profile (IPF)
- Personal Profile (PPF)
- Demonstration – Completing the Personal Profile
- Upcoming Trainings
- Training Resources

Award Lifecycle



eRA Commons User Accounts/Roles



To obtain an eRA Commons account, your organization must be registered with eRA Commons. Registering your organization is done by administrative staff within your organization

Once registered, there are designated administrators at the organization that can assist you with creating and managing your account. **Each user must have their own account.** Accounts should not be shared by multiple individuals.

- If you have an existing eRA Commons account, you do not need a new account. However, you'll want to make sure your account is up to date and affiliated with your current organization.

eRA Commons User Accounts/Roles (cont.)



The following roles are used by DOC:

Role Name	Description	
Signing Official (SO)	Has authority to legally bind the organization in award administration matters, register the organization in eRA Commons, create and manage additional accounts, view all awards within the organization, and submit various reports (excluding the Federal Financial Report {FFR}).	Administrative Roles
Administrative Official (AO)	Can create and manage additional accounts (excluding the SO), review all award applications and various reports (excluding the Federal Financial Report {FFR}) within the organization for accuracy before the SO submits.	
Account Administrator (AA)	Can create and manage additional accounts (excluding the SO).	
Financial Status Reporter (FSR)	Can access the Federal Financial Report (FFR) module and submit final financial reports.	
Project Director/Principal Investigator (PD/PI)	Designated by the applicant organization to have the appropriate level of authority and responsibility to direct the project or program to be support by the award. The PD/PI has access to their own awards and various reports (excluding the Federal Financial Report {FFR}).	Scientific Roles

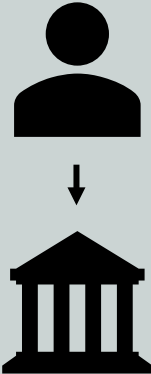
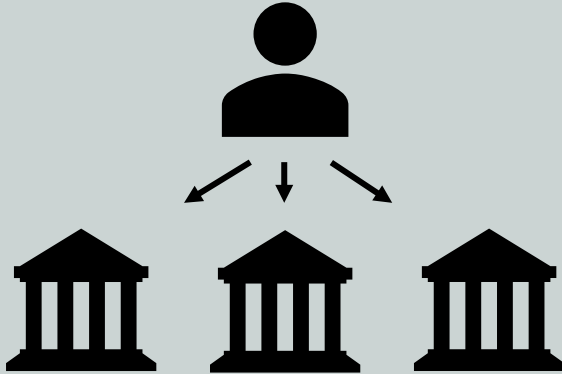
Note: There is no limit to the number of accounts that can be created for your organization or to the roles assigned to users. Your organization is responsible for determining which role(s) are appropriate for each users.

eRA Commons User Accounts/Roles (cont.)



When a role is added to an account, it is tied to an organization (affiliation). Administrative roles are tied to one organization.

Scientific roles can be affiliated with multiple organizations.

Administrative Roles	Scientific (Technical) Roles
Affiliated with a single organization  The diagram shows a black silhouette of a person's head and shoulders. A single black arrow points vertically downwards from the person icon to a black silhouette of a classical building with four columns, representing a single organization.	Can be affiliated with multiple organizations  The diagram shows a black silhouette of a person's head and shoulders. Three black arrows point downwards from the person icon to three separate black silhouettes of classical buildings with four columns, representing multiple organizations.

How to Get an eRA Commons Account



Contact your Signing Official (SO), Administrative Official (AO), or Account Administrator (AA) to get your account created!

But first, do you have an existing account?

- If so, what is your username?

To have a new account created, they will need the following information:

- First and last name
- Email address
- Desired username
- What role(s) do you need?

About Your Username!

- It will be used to log into eRA Commons
- It is permanent and cannot be modified once your account is created
- It must be between 6-30 characters
- It cannot contain special characters other than the @sign, hyphen, period, and underscore
- It is not case sensitive but will always appear in uppercase letters through the eRA system

How to Get an eRA Commons Account (cont.)



Once your account is created, you'll receive two (2) emails: one containing your username, another with your temporary password.

From: eRAFPCommons <ERAFPCommons@mail.nih.gov>

Sent: Tuesday, June 13, 2023 9:36 PM

To: <Your Email>

Subject: eRA Commons: An account has been created for <your name>.

*** This is an automated notification - Please do not reply to this message. ***

An eRA Commons account has been completed for <your name> with the following user ID <your username>. Your role is that of a **PD/PI**.

This is one of two emails you will receive that contains your login information. In accordance with our security policy, your username and password may not be sent in the same email.

Shortly, you will be receiving the second email from the eRA Commons containing your password.

To familiarize yourselves with eRA Commons, please access our support page at <https://era.nih.gov>.

- It is important that you complete your personal profile so that eRA has your latest information.
- Please note that when the eRA verified your account, eRA had the following comments:
Your request for a Commons account has been approved by NIH on 06/13/2023

If you have questions, please contact the eRA Service Desk at <https://era.nih.gov/need-help> or visit <https://era.nih.gov/> for additional information.

How to Get an eRA Commons Account (cont.)



Once your account is created, you'll receive two (2) emails: one containing your username, another with your temporary password.

From: eRAFPCommons <ERAFPCommons@mail.nih.gov>
Sent: Tuesday, June 13, 2023 9:37 PM
To: <Your Email>
Subject: eRA Commons: Notification of Password for New Account

*** This is an automated notification - Please do not reply to this message. ***

The password associated with your recently created account is **XXXXXXXXXX**.

The above password is temporary, and will expire in 48 hours. You will be required to change your password the first time you successfully log into the system. On the Change Password page, enter the temporary password in the Current Password field. Please read the instructions on the Change Password page carefully before selecting a new password. If the temporary password expires, you will be taken to the Reset Password page where you can request another temporary password.

To access the system use the username and password provided in these emails.

For any further questions about this email, call the eRA Service Desk at 1-866-504-9552 or refer to <https://grants.nih.gov/support> for additional methods of contact. Please access Commons at <https://public.era.nih.gov/commonsplus>.

For more information please visit <https://era.nih.gov/>

Logging In



eRA Commons users access the site from the eRA Commons homepage:

<https://public.era.nih.gov/commonsplus>

Currently, there are three ways to log into eRA Commons:

- Login with Login.gov
- Login with eRA Credentials
- Login with Federated Account

A screenshot of the eRA Commons login interface. It features four distinct login sections. The first section, 'Login with Login.gov', includes the Login.gov logo. The second section, 'Login with eRA Credentials', contains fields for 'Username' and 'Password', a 'Login' button, a 'Clear' button, and a link for 'Forgot Password/Unlock Account?'. The third section, 'Login with Federated Account', has a search field for organizations and a 'Login' button. The fourth section, 'Login with PIV/CAC', shows an icon of a smart card and the text 'Login using Smart Card'.

Login with Login.gov ?

LOGIN.GOV

Login with eRA Credentials ?

Username:

Password:

(For External Users Only)

[Forgot Password/Unlock Account?](#)

Login with Federated Account ?

Login with PIV/CAC

Login using Smart Card

Logging In (cont.)



Users will be prompted to change their password as soon as they log in.

Change Password

Your password is temporary. You must change the password now in order to log into the system.

i INFORMATION!

- The password length must be between 15-64 characters
- Cannot re-use previous 10 generations of passwords
- Allows user selection of long passwords and passphrases, including spaces and all printable characters

Current Password:

New Password:

Confirm New Password:

Submit

Clear

Logging In (cont.)



Commons



National Institutes of Health
Office of Extramural Research



Home



Status



ASSIST



Personal Profile



Internet Assisted Review (IAR)

eRA Commons ?

Track your application; manage and report
on your federally funded award

Commons Help/Service Desk

866-504-9552

301-402-7469

Hours Monday-Friday, 7am-8pm EST

Recent News

Reminder: Federal financial assistance award recipients are a crucial part of safeguarding Federal funds and maintaining a secure cyber environment. Check out this [Grants.gov blog post](#) to learn more.

ALERT: Effective **May 08, 2026**, use of the NIH Biosketch and Other Support Format Pages will no longer be allowed. They are being replaced with NIH's implementation of the Common Forms for Biographical Sketch, Current and Pending (Other) Support and NIH Biographical sketch Supplement. See NIH Guide Notice: [NOT-OD-26-079](#) For more information on creating your Common Forms, please refer to Science Experts Network Curriculum Vitae ([SciENCy](#)).

Note: Users with Multiple eRA Commons Accounts: Users with multiple eRA Commons accounts should hold off on moving to two-factor authentication until **May 18, 2026**. eRA will then have a solution for users to consolidate their multiple accounts into a single eRA account that contains all their organization affiliations and roles. More importantly, once users complete the consolidation process, they will be able to associate their Login.gov or InCommon Federated account with one eRA account to support all their authentication needs. ([See eRA Commons roles](#)).

Note: eRA posts [Deployment and Maintenance Calendar](#) on the [eRA Website](#). Updates and additional details about planned maintenance are documented in this



Logging In (cont.)



**Commons**National Institutes of Health
Office of Extramural Research



Home |

Switch Organization & Role Category ?

Organization 

Select One

▼

[Skip these steps and proceed straight to IAR for Peer Review](#)

Logging In (cont.)



**Commons**National Institutes of Health
Office of Extramural Research



Home |

Switch Organization & Role Category ?

Organization 

Select One 

Select One

YALE UNIVERSITY (9420201)

UNIV OF NORTH CAROLINA CHAPEL HILL (578206)



Logging In (cont.)



**Commons****NIH** National Institutes of Health
Office of Extramural Research



Home |

Switch Organization & Role Category ?

Organization ⓘ

UNIV OF NORTH CAROLINA CHAPEL HILL (578206) ▼

Role Category

Select One ▼

Select One

Admin

Logging In (cont.)



**Commons**National Institutes of Health
Office of Extramural Research



Home |

Switch Organization & Role Category ?

Organization 

UNIV OF NORTH CAROLINA CHAPEL HILL (578206) 

Role Category

Admin 

Roles include: [SO]

☐ I want to save these selections as my default for the future.

[Skip these steps and proceed straight to IAR for Peer Review](#) [Clear](#) [Switch](#)

Resetting Your Password



Users may need to reset their password in the following scenarios:

- Forgot password
- Did not log in and update their temporary password within 48-hours
- Five failed attempts to log in within a 120-minute window

A screenshot of the eRA login interface. The page has a white background with blue text and buttons. At the top, there are three login options: 'Login with Login.gov', 'Login with eRA Credentials', and 'Login with Federated Account'. The 'Login with eRA Credentials' section is active, showing fields for 'Username' and 'Password', and 'Login' and 'Clear' buttons. Below this, the text '(For External Users Only)' is displayed, followed by a link 'Forgot Password/Unlock Account?' which is highlighted with a red rectangular box. The 'Login with Federated Account' section shows a search field and a 'Login' button. At the bottom, there is a section for 'Login with PIV/CAC' with a smart card icon and the text 'Login using Smart Card'.

Resetting Your Password



Users may need to reset their password in the following scenarios:

- Forgot password
- Did not log in and update their temporary password within 48-hours
- Five failed attempts to log in within a 120-minute window

The image is a screenshot of the eRA Account Management Module (AMM) 'Reset Password' form. The header bar is blue and green, containing the eRA logo, 'AMM Account Management Module', the NIH logo, and 'National Institutes of Health Office of Extramural Research'. The form title 'Reset Password' is in blue. It features two input fields: 'User ID: *' and 'Email: *', both with red asterisks indicating required fields. Below the fields are 'Cancel' and 'Submit' buttons. A green callout box on the right contains the text: 'Important Note! You must enter the email address currently associated with your account! If your email is not up to date (or you no longer have access), contact an administrator at your organization to have your email address updated.' A green arrow points from this note to the 'Email' input field.

Consolidating Multiple Accounts



eRA Commons is moving towards a more secure login using Login.gov with multi-factor authentication. To enhance login security, all eRA Commons accounts will be required to use the multi-factor authentication method to log into eRA Commons. Multi-factor authentication can be accomplished via Login.gov or some Federated login systems that comply with multi-factor authentication standards.

If you have multiple accounts (i.e., an existing SO and PD/PI account), you can request to consolidate your accounts so that there is a single set of login credentials. Once merged, you will be able to switch between those accounts.

Consolidating Multiple Accounts (cont.)



Effective May 18, 2026, users may encounter the following screen when logging in:

A screenshot of the eRA Commons user interface. A yellow modal window titled "Important - Please Read" is centered on the screen. The modal contains text about consolidating multiple accounts, a link to instructions, and a button to "Submit A Request To Consolidate" which is highlighted with a red rectangle. The background shows the Commons header with the eRA logo and "Commons" text, a left sidebar with "Status", "ASSIST", "Personal Profile", and "Internet Assisted Review (IAR)" buttons, and a right sidebar with "Commons Help/Service Desk" contact information and a "To complete Review" section.

Important - Please Read

CONSOLIDATE MULTIPLE eRA COMMONS ACCOUNTS :

If you have multiple accounts, we *strongly* encourage you to consolidate because once Login.gov is required, only a single account can be mapped and access to additional accounts will be lost. A typical example of this would be if you're an SO for multiple organizations, or you're an SO and a PI for the same organization.

Ensure you have valid eRA Commons usernames and passwords for all your accounts before initiating this request.

For help, [read these instructions](#) or contact the [eRA Service Desk](#). Also see the [Account Consolidation FAQ](#).

★ You can always consolidate multiple accounts under your user profile menu in the header.

[Cancel](#) [Don't Show Me This Again](#) [Submit A Request To Consolidate →](#)

Commons Help/Service Desk

866-504-9552 301-402-7469

Hours Monday-Friday, 7am-8pm EST

To complete Review

Note: eRA posts **Deployment and Maintenance Calendar** on the [eRA Website](#). Updates and additional details about planned maintenance are documented in this calendar as they become available.

Submit a Reference Letter

To provide a reference letter for a fellowship or career development applicant, see [Submit a Reference Letter](#); [Reference Letters](#).

LikeThis

Consolidating Multiple Accounts (cont.)



Commons National Institutes of Health
Office of Extramural Research

Home

Status

ASSIST

Personal Profile

Internet Assisted Review (IAR)

eRA Commons

Track your application; manage and report on your federally funded award

Commons
 866-504-XXXX
 Hours

Recent News

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Note: Users with multiple eRA Commons accounts should proceed with moving to two-factor authentication. To complete the process, users should consolidate their accounts. Once users complete the consolidation process, they should associate their Login.gov or InCommons account to support all their authentication needs. ([See eRA Commons roles](#)).

Note: eRA posts **Deployment and Maintenance Calendar** on the [eRA Website](#). Updates and additional details about planned maintenance are documented in this

Linda Kwon
 COMMONS\LINDAKWONSO
Current Organization:
ERA SERVICE DESK TEST
Roles: FCOI
FSR
SO

Change Password

Consolidate Accounts

Manage Preferences

Sign Out

Consolidating Multiple Accounts (cont.)



Request to Consolidate eRA Commons Accounts ?

i For help, [read these instructions](#) or contact the [eRA Service Desk](#). Also see the [Account Consolidation FAQ](#).

Validate Accounts

Select the Primary Account

Review

Enter Credentials for your eRA Commons Accounts

- i**
- [Forgot your password/unlock account?](#)
 - You have **3** attempts before your account will be locked. **Do not validate an incorrect password multiple times;** it will result in your eRA account being locked.
 - Forgot a **username** for one of your eRA accounts? Contact your organization's Account Administrator for help.

Username

LINDAKWONPI

Password

Password



Username

Password

Password



+ Add eRA Account

Cancel

Validate All Accounts

Next →

Consolidating Multiple Accounts (cont.)



Request to Consolidate eRA Commons Accounts ?

i For help, [read these instructions](#) or contact the [eRA Service Desk](#). Also see the [Account Consolidation FAQ](#).

Validate Accounts

Select the Primary Account

Review

Enter Credentials for your eRA Commons Accounts

- i**
- [Forgot your password/unlock account?](#)
 - You have **3** attempts before your account will be locked. **Do not validate an incorrect password multiple times;** it will result in your eRA account being locked.
 - Forgot a **username** for one of your eRA accounts? Contact your organization's Account Administrator for help.

Username

LINDAKWONPI

Password

.....

✓ Verified

Username

LINDAKWONSO

Password

.....

✓ Verified

[+ Add eRA Account](#)

Cancel

Validate All Accounts

Next →

Consolidating Multiple Accounts (cont.)



Request to Consolidate eRA Commons Accounts ?

i For help, [read these instructions](#) or contact the [eRA Service Desk](#). Also see the [Account Consolidation FAQ](#).



i Info: Once this request is approved, all your roles and affiliations will be available via your selected primary account, which can be mapped to your Login.gov account. You will have a chance to review before submitting your request to the eRA Service Desk.

Select a Primary Account...

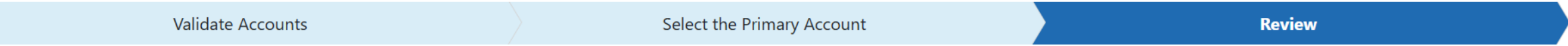
	Username	eRA Account Email i	Roles/Affiliations	Registered with SPRS? i	SPRS Last Updated	Associated with Login.gov?
Recommended ☒	LINDAKWONPI	linda.kwon@nih.gov	PI [ERA SERVICE DESK TEST]	No	N/A	No
☐	LINDAKWONSO	linda.kwon@nih.gov	- FCOI [ERA SERVICE DESK TEST] - FSR [ERA SERVICE DESK TEST] - SO [ERA SERVICE DESK TEST]	No	N/A	No

Consolidating Multiple Accounts (cont.)



Request to Consolidate eRA Commons Accounts ?

For help, [read these instructions](#) or contact the [eRA Service Desk](#). Also see the [Account Consolidation FAQ](#).



New Consolidated Account Request

Info: Submitting a request to the eRA Service Desk **will not** result in an automatic consolidation of your accounts. Once the request is submitted, you will receive a confirmation and an eRA Commons Account Consolidation Request number. You will then be notified of the outcome of your account consolidation request.

Username	eRA Account Email	Roles/Affiliations	Registered with SPRS?	SPRS Last Updated	Associated with Login.gov?
LINDAKWONPI	linda.kwon@nih.gov	- FCOI [ERA SERVICE DESK TEST] - FSR [ERA SERVICE DESK TEST] - PI [ERA SERVICE DESK TEST] - SO [ERA SERVICE DESK TEST]	No	N/A	No

Cancel

← Back

Submit Request

Consolidating Multiple Accounts (cont.)



Commons



NIH

National Institutes of Health
Office of Extramural Research



Request to Consolidate eRA Commons Accounts ?

i For help, [read these instructions](#) or contact the [eRA Service Desk](#). Also see the [Account Consolidation FAQ](#).

Validate Accounts

Select the Primary Account

Review

Success! Your request to consolidate your multiple eRA Commons accounts into a single "Primary" account has been submitted to the eRA Service Desk.

Your eRA Account Consolidation Request Number is undefined. Please keep this number for your records when/if contacting the eRA Service Desk about this request. You will receive an update about your request from the eRA Service Desk shortly. A copy of this request has been emailed to **undefined**.

[Return to Commons Home](#)

Institution Profile (IPF)



All eRA Commons users have access to the Institution Profile (IPF), where details on your organization are listed. Users with the Signing Official (SO) role can make updates to the Institution Profile. All other users have view-access only.

A screenshot of the eRA Commons web application interface. The top navigation bar is dark blue and contains the eRA Commons logo, the NIH logo, and the text 'National Institutes of Health Office of Extramural Research'. On the right side of the bar are icons for help, a phone, and a user profile. Below the navigation bar is a light gray sub-navigation bar with four tabs: 'Institution Profile', 'Basic Information', 'Assurances and Certifications', and 'Policy Documents'. The 'Basic Information' tab is highlighted with a red rectangular border. The main content area below the sub-navigation bar has the heading 'Institution Profile' and a paragraph of text: 'The **Institution Profile** area of Commons enables users to view and update institution information according to their privileges.'

Institution Profile (IPF) (cont.)



Commons



National Institutes of Health
Office of Extramural Research



Institution Profile | **Basic Information** | Assurances and Certifications | Policy Documents

Institution Profile for
ERA SERVICE DESK TEST
IPF Code: 10038301

Institution Basic Information ?

Collapse All

Edit

- ✓ Basic Information
- ✓ Assurances & Certifications

Accounts:

35 Affiliated Accounts

Profile updated:

06/02/2016

ORI Certification Expires:

unknown

SAM Registration Expires:

No Registration Found!

▼ Institution Name ?

Profile Name: ERA SERVICE DESK TEST
Commons Preferred Name:

▼ Institution Contact Information ?

Notice of Award Email:	eRAUAT@mail.nih.gov	NIH will use this address to send all notices when a grant is awarded.
Announcements and Notifications Email:	eRAUAT@mail.nih.gov	NIH will use this address for grant reminders, system notifications, and other messages.
Closeout Correspondence Email:	eRAUAT@mail.nih.gov	NIH will use this email address to send any Closeout related communications.
Financial Conflict of Interest Correspondence Email:	eRAUAT@mail.nih.gov	NIH will use this email address to send any FCOI related communications.
Contact Name:	Linda Kwon	NIH will use this name as the primary contact

Profile updated:

06/02/2016

ORI Certification Expires:*unknown***SAM Registration Expires:***No Registration Found!*

▼ Institution Contact Information



Notice of Award Email:	eRAUAT@mail.nih.gov	NIH will use this address to send all notices when a grant is awarded.
Announcements and Notifications Email:	eRAUAT@mail.nih.gov	NIH will use this address for grant reminders, system notifications, and other messages.
Closeout Correspondence Email:	eRAUAT@mail.nih.gov	NIH will use this email address to send any Closeout related communications.
Financial Conflict of Interest Correspondence Email:	eRAUAT@mail.nih.gov	NIH will use this email address to send any FCOI related communications.
Contact Name:	Linda Kwon	NIH will use this name as the primary contact for this institution.
Contact Phone:	301-555-5555	
Contact Email:	eRAUAT@mail.nih.gov	

▼ About the Institution



Primary UEI:	
Secondary UEI:	
Opportunity Type Eligibility:	☐ Your organization is eligible to apply for NIH Grants/Contracts ☐ Your organization is eligible to apply for Non-NIH Grants/Contracts ☐ Your organization is eligible to apply for NIH other transaction authority (OTA) opportunities
Federal-Wide Assurance Numbers:	
Animal Welfare Assurance Number:	
Organization Type:	Other health, human resrces, environment/community serv org
Ownership Control:	Private, Nonprofit Independent

▼ Indirect Cost Negotiations



Indirect Cost Negotiations



Negotiator Name:

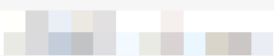
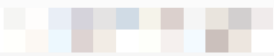
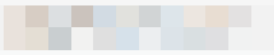
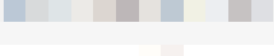
The name of the agent who negotiated the most recent indirect cost agreement, and the date of that negotiation.

Last Negotiation Date:

Signing Officials



	Name	Phone	Email
1	Brenna Abramson (SO)	phone unknown	
2	Brenna Abramson (SO)	555-555-5555	
3	Brenna Abramson (SO)	555-555-5555	
4	Wendy Chen (SO)	phone unknown	
5	Dorsey Gaines (SO)	phone unknown	
6	Emily Hsu (SO)	phone unknown	
7	Linda Kwon (SO)	phone unknown	
8	Sang Moon (SO)	phone unknown	
9	George Richardson (SO)	1111111111	
10	Shilpa Saraiya (SO)	phone unknown	
11	Shilpa Kantilal Saraiya (SO)	phone unknown	
12	John P Shaw (SO)	phone unknown	
13	leslie sowell (SO)	phone unknown	

3	Brenna Abramson (SO)	555-555-5555	
4	Wendy Chen (SO)	phone unknown	
5	Dorsey Gaines (SO)	phone unknown	
6	Emily Hsu (SO)	phone unknown	
7	Linda Kwon (SO)	phone unknown	
8	Sang Moon (SO)	phone unknown	
9	George Richardson (SO)	1111111111	
10	Shilpa Saraiya (SO)	phone unknown	
11	Shilpa Kantilal Saraiya (SO)	phone unknown	
12	John P Shaw (SO)	phone unknown	
13	leslie sowell (SO)	phone unknown	

▼ Institution Address



Address: ERA SERVICE DESK TEST
6705 ROCKLEDGE DRIVE
Bethesda
MARYLAND
208171838
UNITED STATES

Phone: 301 435-9336

Fax:

Personal Profile (PPF)



The Personal Profile (PPF) module in Commons is the central repository of information for all registered users. It is designed so that individual eRA system users can hold and maintain ownership of the accuracy of their own profile information.

This profile information is then integrated throughout eRA's systems and used for a variety of agency business such as application data. Users are responsible for keeping their information current and correct. This data must be kept up to date to ensure that award applications are processed accurately.

Personal Profile (PPF) (cont.)



Commons



NIH National Institutes of Health
Office of Extramural Research



Personal Profile

Personal Profile

Linda Kwon

Roles:

FSR - Financial Reporting users
FCOI - External FCOI Officer
SO - Signing Official

Person ID:

15773228

ORCID ID: ?

Unavailable ?

Create or Connect your ORCID iD

Personal Profile Summary

WARNING: If you use a web browser autocomplete to fill in fields, data might be changed in multiple sections of Personal Profile; **review all data by expanding all sections before saving**.

IMPORTANT: Changes to your Personal Profile will **NOT** save if there is any missing data in the required fields. Before navigating away from or closing the Personal Profile, review and enter missing information.

PLEASE NOTE: After creating or connecting your **ORCID iD** please close all tabs and windows of the browser to ensure a full logout from the system.

Collapse All

Edit

Personal Profile Summary ✓

Name and ID ✓

Demographics ✓

Employment ✓

Information

▼ Name and ID ?

Name: Linda Kwon
Username: LINDAKWONSO
eRA Person ID: 15773228

NIH uses this Information to identify you and accurately match your account.

Contact Information

Personal Profile Summary	✓
 Name and ID	✓
 Demographics	✓
 Employment	✓

Information
Profile updated: 06/05/2026
PPF Privacy Act Notification Statement

eRA Service Desk
Hours: Mon-Fri, 7AM-8PM EDT/EST
Web: http://grants.nih.gov/support 
Toll-free: 866-504-9552
Phone: 301-402-7469
Contact initiated outside of business hours via Web or voice mail will be returned the next business day.

▼

 Name and ID

?

Name:

Linda Kwon

NIH uses this Information to identify you and accurately match your account.

Username:

LINDAKWONSO

eRA Person ID:

15773228

Contact Information

Email for Account-Related Communications:

linda.kwon@nih.gov

NIH will use this email if you need to reset your password or if there is no other way to reach you.

Contact Information for Commons Communications:

 You have no jobs with valid addresses on file.

Select a job for NIH to use for all Commons communications.

▼

 Demographics

?

Sex:

Withheld

Sex, ethnicity, race and disability are used for statistical reporting only.

Ethnicity:

Do not wish to provide

Race:

Do not wish to provide

Disability:

▼

 Employment

?

 3 years of employment history are not in profile.

Current Jobs:

 There are no current jobs on file.

3 years of employment history is used to determine conflicts of interest.

Past Jobs:

 There are no past jobs on file.

Enter fellowships as jobs.

Completing the Personal Profile



- Live Demonstration -

eRA Supported Web Browsers: Google Chrome, Microsoft Edge, Mozilla Firefox, Safari (for Apple users)

Upcoming Trainings



Training Topics	Training Webinar Date
Introduction to eRA & Account Management	June 16, 2026 – 2PM ET
Registration & Account Management (for Admins)	June 23, 2026 – 2PM ET
Application Submission & Tracking	June 30, 2026 – 2PM ET
Internet Assisted Review (for Reviewers)	September 10, 2026 – 2PM ET
Post-Award (Part 1)	September 15, 2026 – 2PM ET
Post-Award (Part 2) & Grant Closeout	September 22, 2026 – 2PM ET

Attendees must register for *each* training session.

Training Resources



General eRA Resources:

- Online Help 
- User Guides

NIST eRA Site

- Accessible to the public, targeted to applicants and recipients
- Sent communication to recipients
- eRA/NIST Training Schedule (w/ Registration Links)
- eRA/NIST Training Materials
 - Business Process Guides & Information Sheets
 - Webinar Recordings
 - Q&A Reports (Q&A captured during webinar training sessions)
 - Presentation Slides
- Additional resources and help contacts