

Introduction to eRA

June 16, 2026



Training Agenda



- About Us
- About the eRA System
- eRA Commons
- Award Lifecycle & eRA Modules
- Demonstration – Accessing and Navigating in eRA
- NIST to eRA Transition
- Upcoming Trainings
- Training Resources

About Us



- eRA is an established award management entity with over 30 years of experience in the field, providing end-to-end award management solutions.
- eRA's mission is to provide reliable solutions that promote efficient award management and optimal business decisions for the National Institutes of Health (NIH) and partner agencies, while minimizing administrative activities required of award recipients in line with federal and agency-specific regulations and policies.
- Approved by the *Grants Quality Service Management Office (Grants QSMO)* as a Federal Shared Service Provider in 2022, eRA provides award management solutions for the following federal agencies.



About the eRA System



- eRA's award management system is designed to provide mission-critical support for federal awards issued by NIH and our partner agencies
- Supports the entirety of the award lifecycle from start to finish
- System designed to support a variety of research and non-research award types
- eRA's award management system is comprised of 70+ integrated modules
- Each module supports a specific business need and/or function within the award lifecycle

Visit <https://www.era.nih.gov/> for more information!

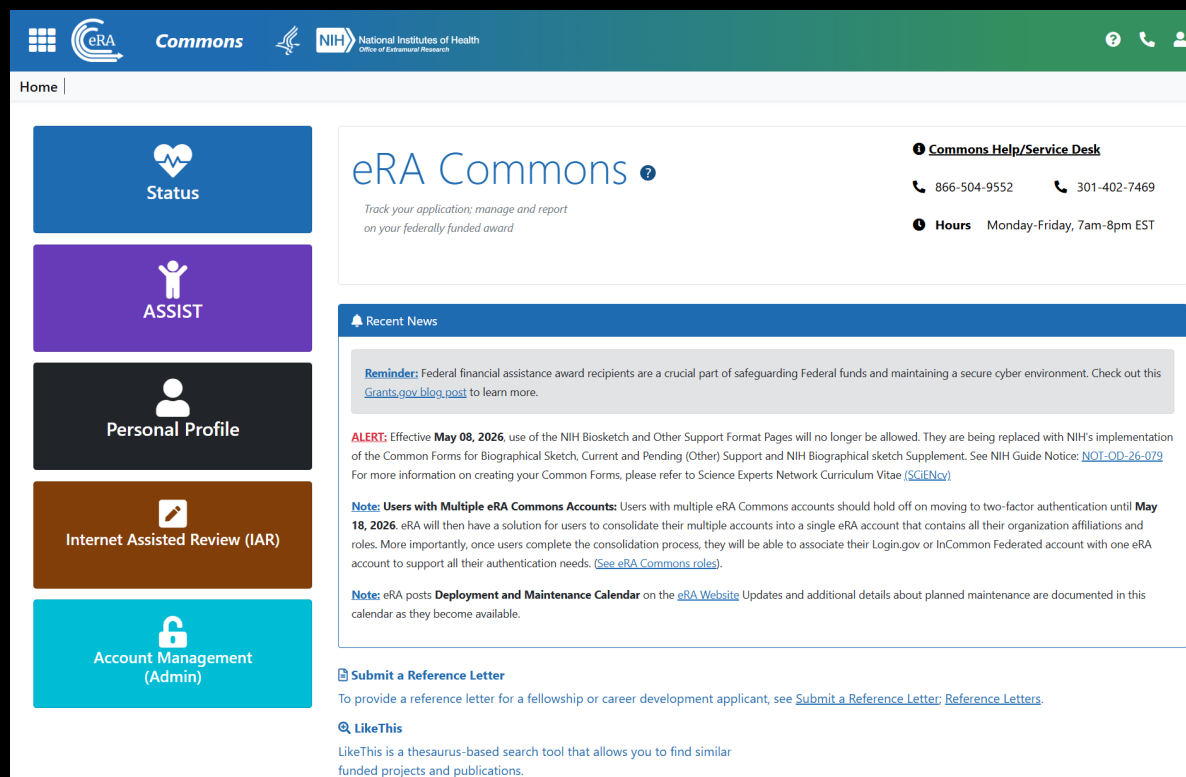
About the eRA System (cont.)



About the eRA System (cont.)



About the eRA System (cont.)



The screenshot displays the eRA Commons homepage. The top navigation bar includes the eRA logo, the word 'Commons', 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 'Home' breadcrumb. The main content area is divided into a left sidebar and a right main section. The sidebar contains five large, colored buttons: 'Status' (blue with a heart icon), 'ASSIST' (purple with a person icon), 'Personal Profile' (dark grey with a person icon), 'Internet Assisted Review (IAR)' (brown with a pencil icon), and 'Account Management (Admin)' (teal with a lock icon). The main section features a large 'eRA Commons' header with a subtitle 'Track your application; manage and report on your federally funded award'. To the right of this header is a 'Commons Help/Service Desk' section with contact information: phone numbers 866-504-9552 and 301-402-7469, and hours 'Monday-Friday, 7am-8pm EST'. Below the header is a 'Recent News' section with a blue header. It contains a 'Reminder' about federal financial assistance, an 'ALERT' about the replacement of NIH Biosketch and Other Support Format Pages with Common Forms, a 'Note' about users with multiple eRA Commons accounts, and another 'Note' about the deployment and maintenance calendar. At the bottom of the main section is a 'Submit a Reference Letter' section with a link to 'Submit a Reference Letter: Reference Letters' and a 'LikeThis' section with a link to 'LikeThis'.

Home |

Status

ASSIST

Personal Profile

Internet Assisted Review (IAR)

Account Management (Admin)

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 ([SCIENCEy](#)).

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 calendar as they become available.

Submit a Reference Letter

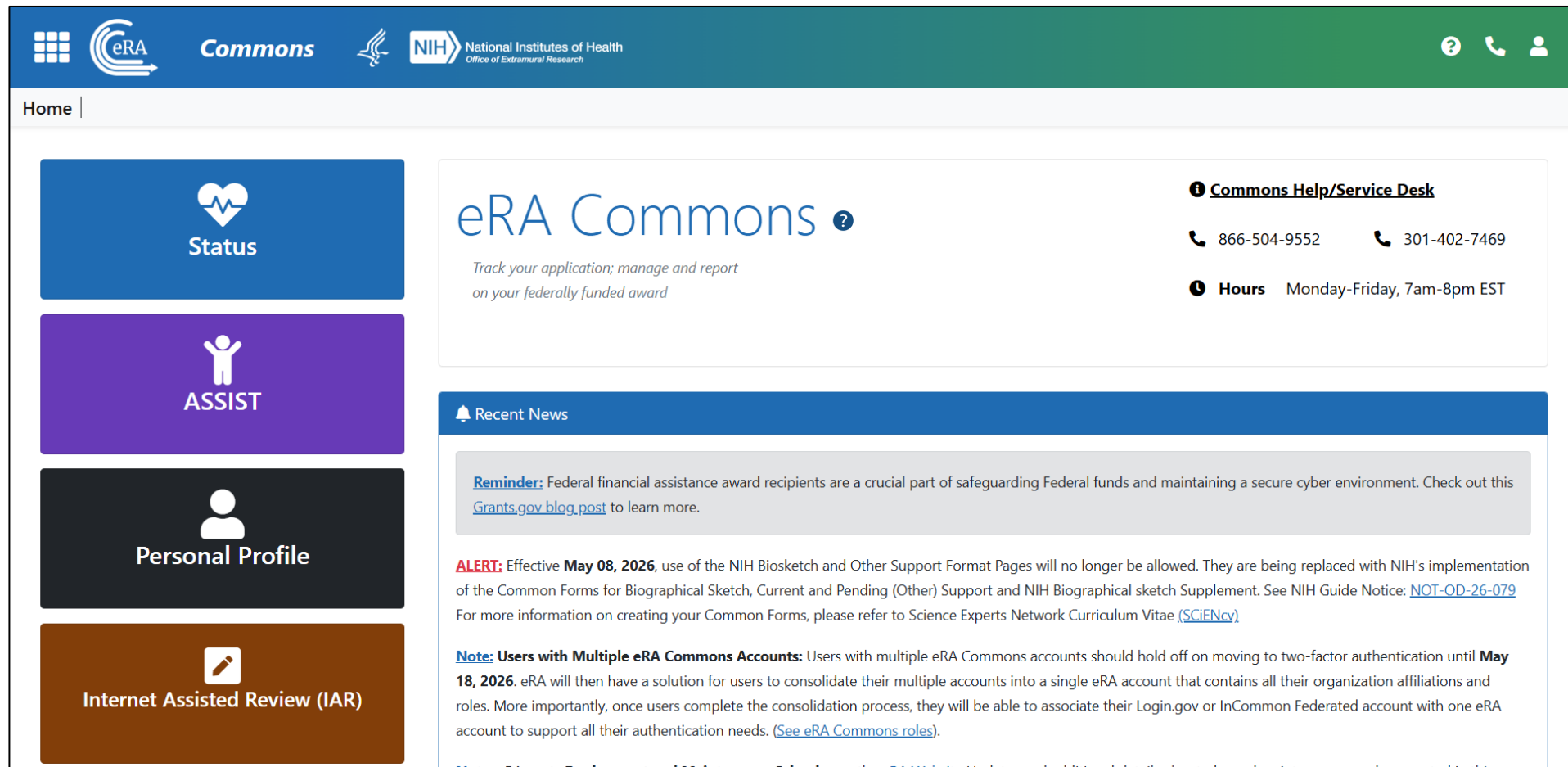
To provide a reference letter for a fellowship or career development applicant, see [Submit a Reference Letter: Reference Letters](#).

LikeThis

LikeThis is a thesaurus-based search tool that allows you to find similar funded projects and publications.

eRA Commons is the external user community-facing platform used by applicants and recipients.

DOC applicants and recipients will utilize eRA Commons to track submitted applications and manage post-award activities throughout the award lifecycle.



The screenshot displays the eRA Commons homepage. The top navigation bar is green and contains the eRA Commons logo, the NIH National Institutes of Health Office of Extramural Research logo, and a search icon. Below the navigation bar, the main content area is divided into two columns. The left column features four large, colored buttons: 'Status' (blue), 'ASSIST' (purple), 'Personal Profile' (dark blue), and 'Internet Assisted Review (IAR)' (brown). The right column contains the 'eRA Commons' title with a help icon, a subtitle 'Track your application; manage and report on your federally funded award', and contact information for the Commons Help/Service Desk, including phone numbers 866-504-9552 and 301-402-7469, and hours of operation: Monday-Friday, 7am-8pm EST. Below this, a 'Recent News' section highlights a reminder about federal financial assistance award recipients and an alert regarding the replacement of NIH Biosketch and Other Support Format Pages with NIH's implementation of the Common Forms for Biographical Sketch, Current and Pending (Other) Support and NIH Biographical sketch Supplement. A note about users with multiple eRA Commons accounts is also present.

Home |

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eRA Commons ?

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Note: eRA Commons Deployment and Maintenance Schedule on the eRA Website. Updated and additional details about planned maintenance are documented in this

eRA Commons (cont.)

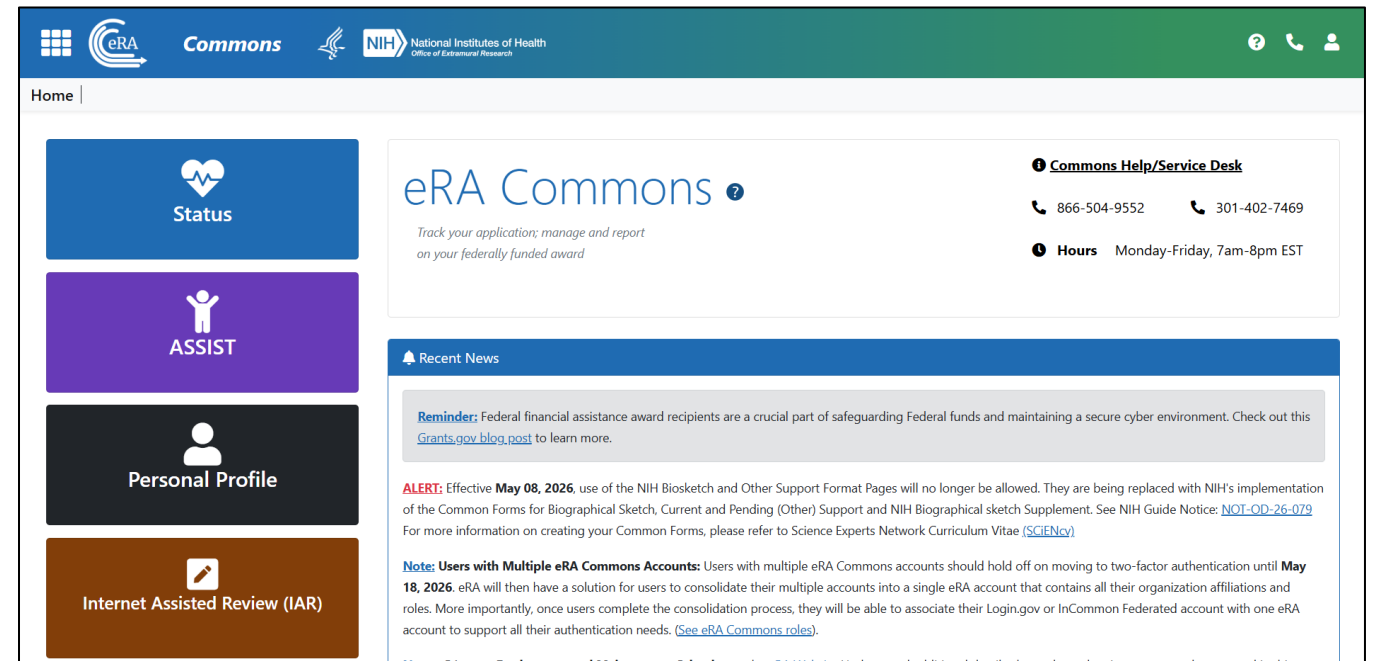


eRA Commons is the external user community-facing platform used by applicants and recipients.

DOC applicants and recipients will utilize eRA Commons to track submitted applications and manage post-award activities throughout the award lifecycle.

Applicants and recipients can:

- Register their organization in eRA Commons
- Track submitted applications
- Accept awards
- Communicate with the awarding agency
- Submit various documents and reports
- Submit closeout documents



Award Lifecycle & eRA Modules



eRA Commons

Register organization with eRA Commons.

Pre-Award

Institution Profile (IPF)

Complete Institution Profile.

Account Management Module (AMM)

Create user accounts.

Personal Profile (PPF)

Complete Personal Profile.

GRANTS.GOV

Submit application.

Award / Post-Award

Status

Track application.

Accept award.

Terms & Conditions Module (TCM)

Submit progress reports, financial reports, and other requested documents.

Prior Approval

Submit revision requests for changes that require prior approval.

Correspondence

Communicate with the awarding agency.

Federal Financial Report (FFR)

Award is closed.

Submit closeout documents.

Submit final financial report.

PRE-AWARD	
Account Management Module (AMM)	Create and manage user accounts (administrative users only)
Personal Profile (PPF)	Complete and manage their own Personal Profile
Institution Profile (IPF)	- Complete and manage the Institution Profile (users with the SO role only) - View organization data
Status	- Track submitted applications Correspondence - Initiate correspondence with the awarding agency
AWARD	
Status	- Accept/decline awards Correspondence - Initiate correspondence with the awarding agency
POST-AWARD	
Status	Terms and Conditions Module (TCM) - Submit progress reports, financial reports, and other requested documents Prior Approval - Submit Revision Requests Correspondence - Initiate correspondence with the awarding agency
CLOSEOUT	
Status	- Submit closeout documents/reports Correspondence - Initiate correspondence with the awarding agency
Federal Financial Report (FFR)	Submit final financial report

NOTE: Future trainings will cover all modules in detail.

eRA Commons – Access



Commons accounts are created and managed by administrators within the organization. Once registered, the designated Signing Official (SO) is responsible for creating additional user accounts, including additional SO accounts.

Each Commons account includes a role or set of roles that grant users access to various modules and enable them to complete required tasks.

Commons accounts are categorized into two main group based on their functionalities, “Administrative” and “Scientific” (technical/operational) roles.

Administrative Role Name / Description	Scientific (Technical) Role Name / Description
Signing Official (SO) – has institutional authority to legally bind the institution in award administration matters and monitors grant-related activities within the organization	Program Director/Principal Investigator (PD/PI) – directs a project or program supported by a DOC award
Administrative Official (AO) – can create, view, and modify user accounts (excluding the SO); and has access to view award details	
Account Administrator (AA) – can create, view, and modify user accounts (excluding the SO)	
Financial Status Reporter (FSR) – can access the FFR module to submit final financial reports	

Accessing and Navigating eRA



- Live Demonstration -

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

NIST to eRA Transition



Training Begins!



June

July

August

September

October

NIST Pilot Go-Live

- NIST staff will begin to prepare NOFOs using eRA.

Pilot NOFO is published.

- Applicants can start submitting applications.

NIST (ALL) Go-Live

- Data migration complete.
- All users are required to use eRA to track and manage applications/awards.

NIST to eRA Transition (cont.)



Training Begins!



June

July

August

September

October

Make sure to register for all upcoming training webinars!

NIST to eRA Transition (cont.)



Training Begins!



June

July

August

September

October

NIST Pilot Go-Live

- NIST staff will begin to prepare NOFOs using eRA.

The first NOFO that will require the use of eRA will be published under the **Information Technology Lab (ITL)** program.

Refer to the NOFO announcement to confirm whether eRA Commons registration is required. If yes, you must be set up in eRA Commons prior to submitting your application.

All application tracking and post-award activities will be completed in eRA Commons.

NIST to eRA Transition (cont.)



Training Begins!



June

July

August

September

October

Review the NOFO announcement to confirm whether eRA Commons registration is required.

If you have existing award, register with eRA Commons now!

Pilot NOFO is published.

- Applicants can start submitting applications.

NIST to eRA Transition (cont.)



Training Begins!



June

July

August

September

October

On **October 30th, 2026**, eRA will be the system of record for all of NIST and their cross-serviced bureaus.

All new NOFOs published on or after October 30th will require all applicants and recipients to track and manage their awards in eRA Commons.

All existing awards will be migrated to eRA and post-award activities must be completed in eRA Commons starting October 30th.

Data Migration Period: 10/19/26 – 10/29/26

Make sure you are registered with active accounts (PD/PI) ***before*** October 19th!

NIST (ALL) Go-Live

- Data migration complete.
- All users are required to use eRA to track and manage applications/awards.

NIST to eRA Transition – Key Takeaways



Key Dates

- **June 2026** – Training Begins!
 - Visit the NIST website for training resources; register for upcoming training webinars!
 - Register your organization in eRA Commons **now**!
 - Create/affiliate your PD/PI accounts
- **October 19 – 29, 2026** – Data Migration Period
 - Make sure your organization is registered, and your PD/PI accounts are established **prior** to October 19th!
 - Award data cannot be mapped if you are not registered with an active PD/PI account
- **October 30, 2026** – DOC/NIST Go-Live
 - Track submitted applications in eRA Commons
 - Complete all award-related activities in eRA Commons

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

External 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

Training Resources (cont.)



An official website of the United States government [Here's how you know](#) ▾



Search NIST



Menu

Office of Acquisition and Agreements Management (OAAM)

FINANCIAL ASSISTANCE AGREEMENTS MANAGEMENT OFFICE

Financial Assistance
Reference Guide

NIST NOFO Information

eRA Implementation

Training

Communication

Resources and Help

Research Performance
Progress Report Format
and Instructions

SF-424 Research & Related
(R&R) Application Package
Guidance

Training

eRA will host a series of training sessions targeted at future DOC eRA Commons users starting in June. Please save the date based on the proposed training schedule below. A future training registration email will be sent in the coming days.

Date/Time	Topic and Agenda	Registration Link
06/16/2026 2:00 PM ET	Introduction to eRA Account Management (All) Part 1: Introduction to eRA Webinar Description: This webinar will offer an overview and high-level introduction to eRA and its features. Part 2: Account Management Webinar Description: This webinar will offer detailed information on eRA Commons accounts and how they are used throughout the award lifecycle.	Registration Link
06/23/2026 2:00 PM ET	Account Management (Admin) Registration Part 1: Account Management (Admin) Webinar Description: This webinar will offer detailed information on how accounts	Registration Link

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06/23/2026 2:00 PM ET	Account Management (Admin) Registration Part 1: Account Management (Admin) Webinar Description: This webinar will offer detailed information on how accounts are created and managed in eRA Commons. Part 2: Registration Webinar Description: This webinar will offer detailed information for administrative staff on how to register with eRA Commons.	Registration Link
06/30/2026 2:00 PM ET	Application Submission & Tracking Webinar Description: This webinar will offer detailed information on how to successfully submit an application and track within eRA Commons.	Registration Link
09/10/2026 2:00 PM ET	Internet Assisted Review (IAR) Webinar Description: This webinar will offer detailed information on how to access meeting materials, review applications, and submit scores/critiques.	TBD
09/15/2026 2:00 PM ET	Post-Award Activities Webinar Description: This webinar will offer detailed information on how to	TBD