GRANTS OFFICE
empowering communities

Getting Started with Research.gov

Preparing and Managing NSF Proposals

Today's Presenters



Chris LaPage

Grants Office
Chief Services Officer



Dr. Liz Shay

Grants Office
Senior Grants Development Consultant

TODAY'S AGENDA

01 | What is Research.gov?

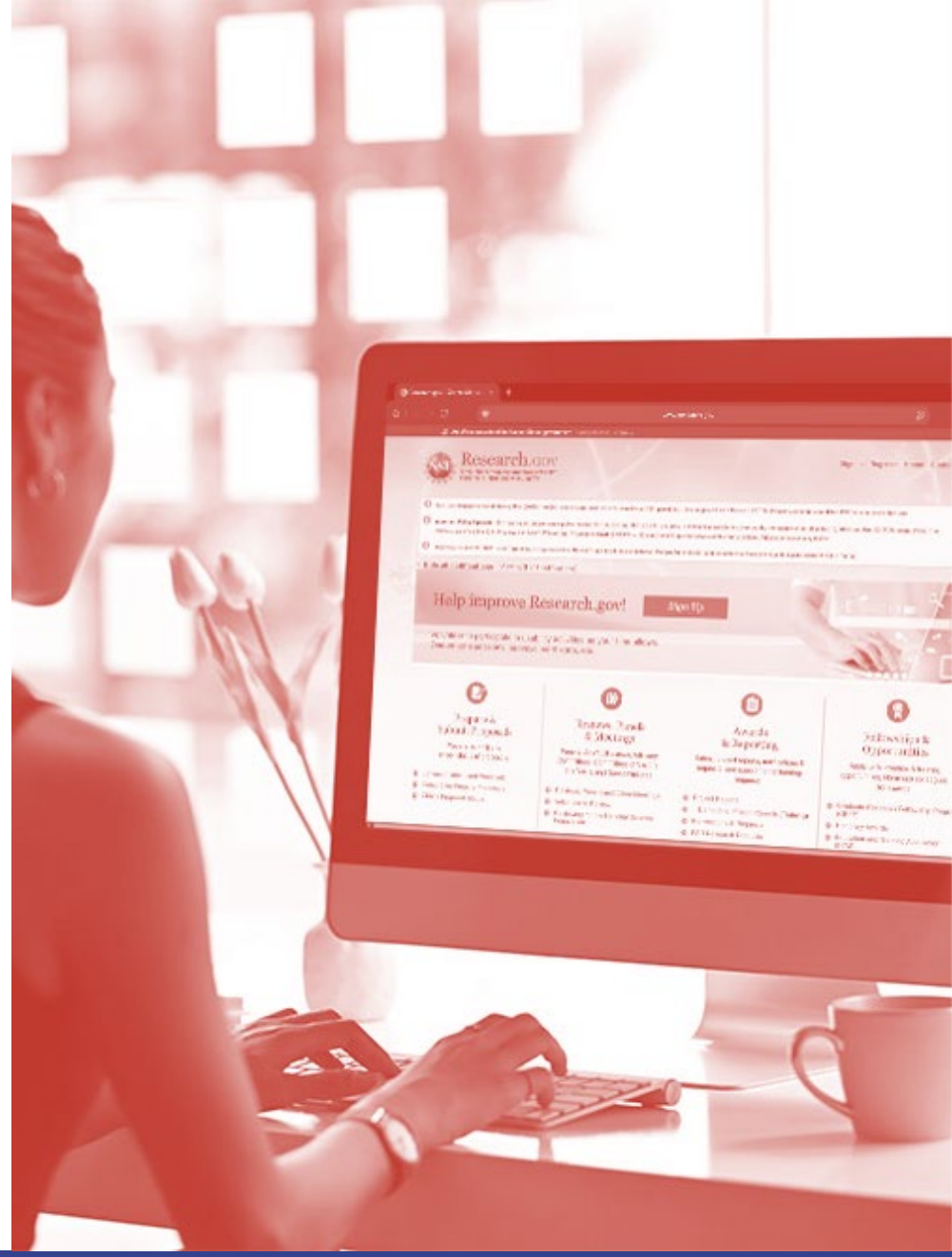
02 | First things first…Registrations

03 | How to Apply via Research.gov

04 | Common Research.gov Pain Points

05 | Grants Office Services and How to Engage

06 | Q&A



What is Research.gov?

Federal Sources of Funding

















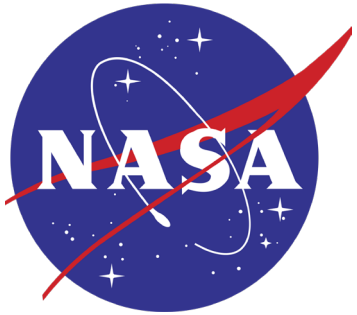














Watch our Grantscast:
Getting Started with Grants.gov: Finding and Applying for Federal Grants

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Help improve Research.gov!

Sign Up

Volunteer to participate in usability activities as your time allows.
One-on-one sessions, surveys, card sorts, etc.



Prepare & Submit Proposals

Prepare, submit and check status of proposals

- Letters of Intent and Proposals
- Demo Site: Prepare Proposals
- Check Proposal Status

Reviews, Panels & Meetings

Panels, *Ad Hoc* Reviews, Advisory Committees, Committees of Visitors, Site Visits, and Subcommittees

- Reviews, Panels and Other Meetings
- Volunteer to Review
- Reviewing for the National Science Foundation

Awards & Reporting

Submit project reports, notifications & requests, and supplemental funding requests

- Project Reports
- Demo Site: Project Reports (Training)
- Notifications & Requests
- PAR Research Products
- Award Documents
- Supplemental Funding Requests (including Career-Life Balance)
- Demo Site: Supplement Funding Requests (Training)
- Continuing Grant Increments Reports

Fellowships & Opportunities

Apply to fellowships & training opportunities; Nominate colleagues for awards

- Graduate Research Fellowship Program (GRFP)
- Honorary Awards
- Education and Training Application (ETAP)

Manage Financials

View or submit cash requests, reports, and individual banking information

- Submit or manage payment transactions
- Foreign Financial Disclosure Report (FFDR)
- Program Income Reporting
- More about Individual Banking

Administration

Manage your account and user roles

- User Management

NSF Award Highlights

- Explore Scholarly publications in the NSF Public Access Repository (NSF-PAR)
- Search awards going back to 1994

To access restricted features, add a role

Proposals

Prepare and Submit Proposals
(Letters of Intent, Preliminary, Full, Renewal, Postdoctoral Fellowships and SBIR/STTR)

Demo Site: Prepare Proposals (Training)

Proposal Status

Reviews & Meetings

Provide Reviewer Profile Information
(For reviewers, panelists, and meeting participants who have received notice from NSF requesting to provide their reviewer profile information)

Reviews, Panels, and Other Meetings
(Panels, *Ad Hoc* Reviews, Advisory Committees, Committees of Visitors, Site Visits, and Subcommittees)

Volunteer to Review
(Sign up to become a reviewer for NSF)

Reviewing for the National Science Foundation

Awards & Reporting

Project Reports

Demo Site: Project Reports (Training)

Notifications & Requests

Award Documents

Supplemental Funding Requests (including Career-Life Balance)

Demo Site: Supplemental Funding Requests (Training)

Continuing Grant Increments Reports

NSF Public Access Repository (NSF-PAR):
PAR Research Products

Fellowships & Opportunities

Graduate Research Fellowship Program (GRFP)
(Applicants, Fellows)

Graduate Research Fellowship Program (GRFP)
(Officials)

Education and Training Application (ETAP)
(Applicants, PIs, Proxies/Reviewers)

Manage Financials

ACM$ (Award Cash Management $ervice)

Program Income Reporting

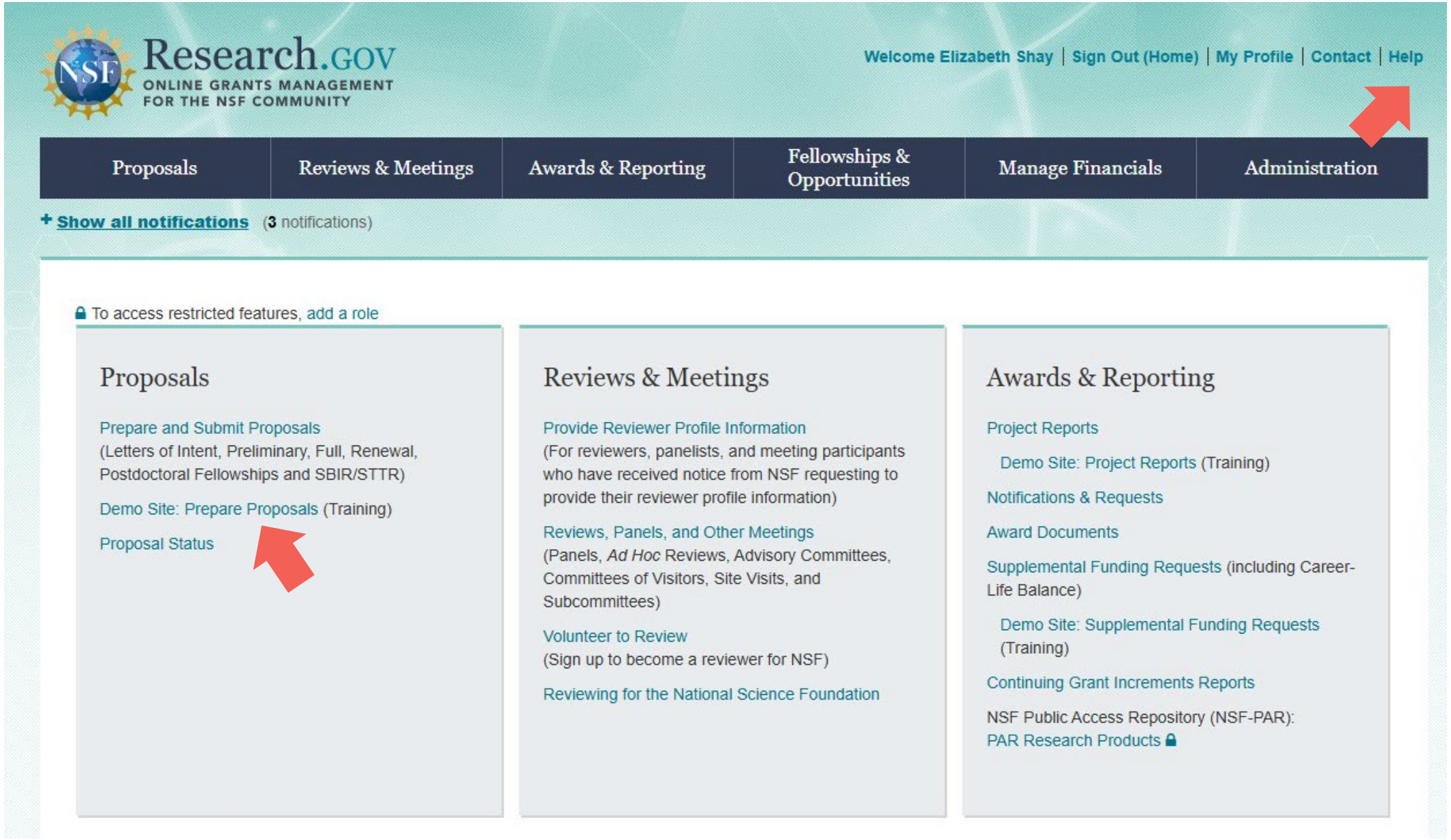
Foreign Financial Disclosure Report (FFDR)
(CHIPS & Science Act of 2022)

Individual Banking
(Postdoctoral Fellows, Honorary Awardees, Invitational Travelers, and other payees)

Grant Post-Award Financial Contacts

Administration

User Management


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PAR Research Products

Welcome to Research.gov Help System

Research.gov provides grants management for the research community. Research.gov will become the replacement for FastLane, providing quick access to research information and grants management services, all in one location.

Services for recipients :

- ***NEW*** Signing Into Research.gov
- Account Management
- Award Cash Management $ervice (ACM$)
- Foreign Financial Disclosure Report (FFDR)
- Graduate Research Fellowship Program
- Notifications & Requests
- Proposal Preparation and Submission
- Supplemental Funding Request Preparation and Submission
- Project Reports
- Proposal Status
- Public Access
- Proposal Evaluation System (PES)
- Reference Letter Submission (RLS)

Services for the general public

- Explore Scholarly publications in the NSF Public Access Repository (NSF-PAR)
- Overview of Award Search Features

More Information

- SciENcv Frequently Asked Questions

Prepare and Submit Proposals

Letters of Intent, Preliminary, Full, Renewal, Postdoctoral Fellowships, and SBIR/STTR

What would you like to work on?

Only users with a Principal Investigator (PI) role can prepare new proposals (including renewals). Only users with a Principal Investigator (PI), Sponsored Projects Office (SPO), or Authorized Organizational Representative (AOR) role can prepare new letters of intent. Additional roles can be requested from the Add a New Role page. Once a role is approved, it may take up to 30 minutes for you to be able to prepare proposals or letters of intent.

Prepare New

Answer a few questions to set up letters of intent or proposals (including renewals).

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In Progress

Continue working on a previously prepared letter of intent or proposal that has not yet been submitted to the NSF.

Work with In Progress

Submitted and Updates

View or download a submitted letter of intent or proposal. Perform a Proposal File Update or Budget Revision on a submitted proposal.

View/Update Submitted

- Proposal File Update (PFU)
- Budget Revision
- Proposal Withdrawal

First Things First… Registrations

Key Things to Know About Registering

1. Multiple Systems Are Required

If applying to an NSF grant opportunity, organizations must be registered with both SAM.gov and Research.gov

2. Registering with SAM.gov Must be Done First

Registration steps are sequential. You must obtain a Unique Entity Identifier (UEI) through SAM.gov before registering in Research.gov.

3. Information Across Systems Must Match Exactly

Your legal business name and entity details (like the EBiz POC) must match across all systems. Even small discrepancies can cause delays.

4. It Can Take Several Weeks

So, start early. SAM.gov registration also requires annual renewal and must be active at time of submission. Check status early and often.

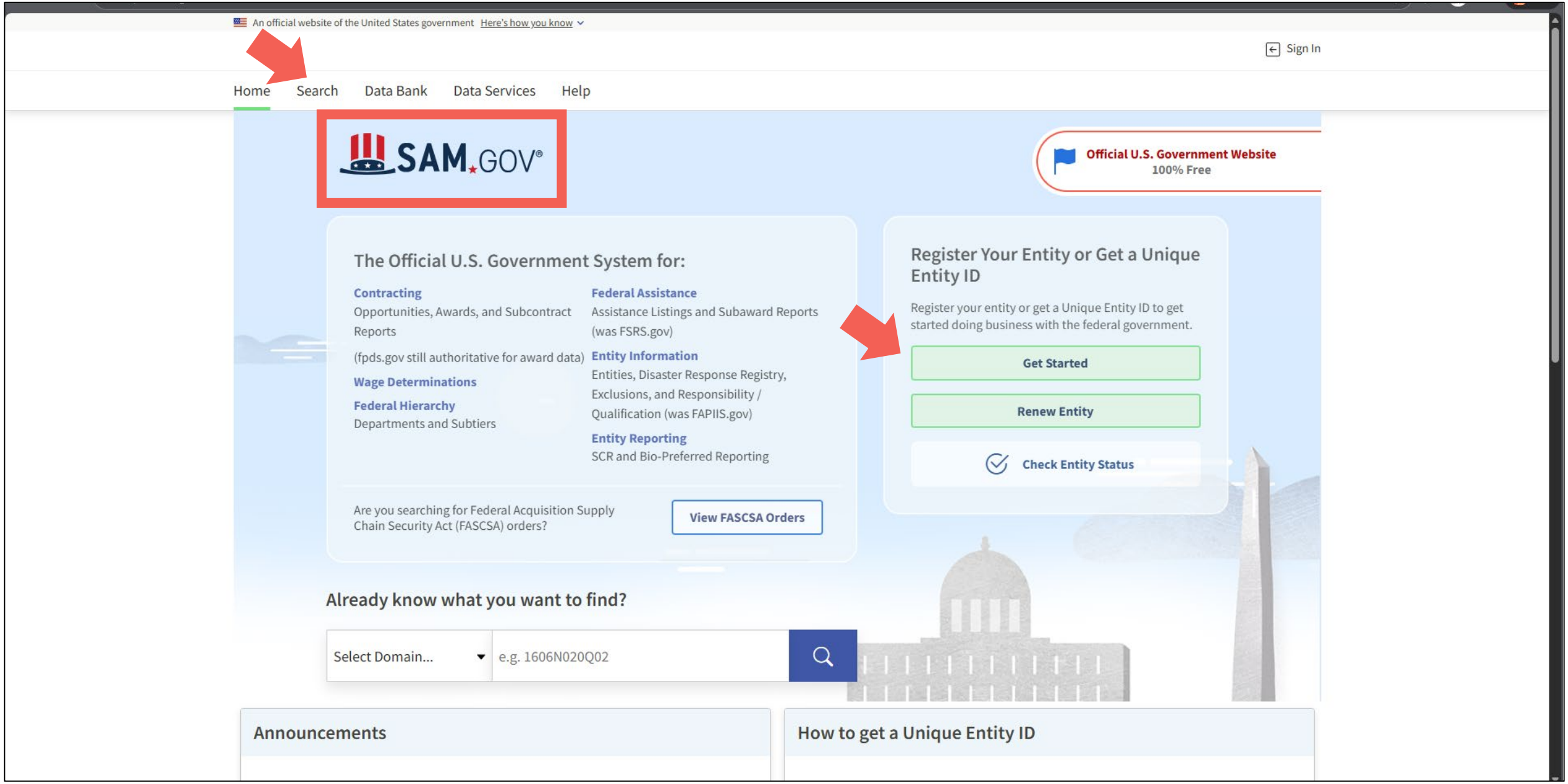
5. Role Assignments Matter

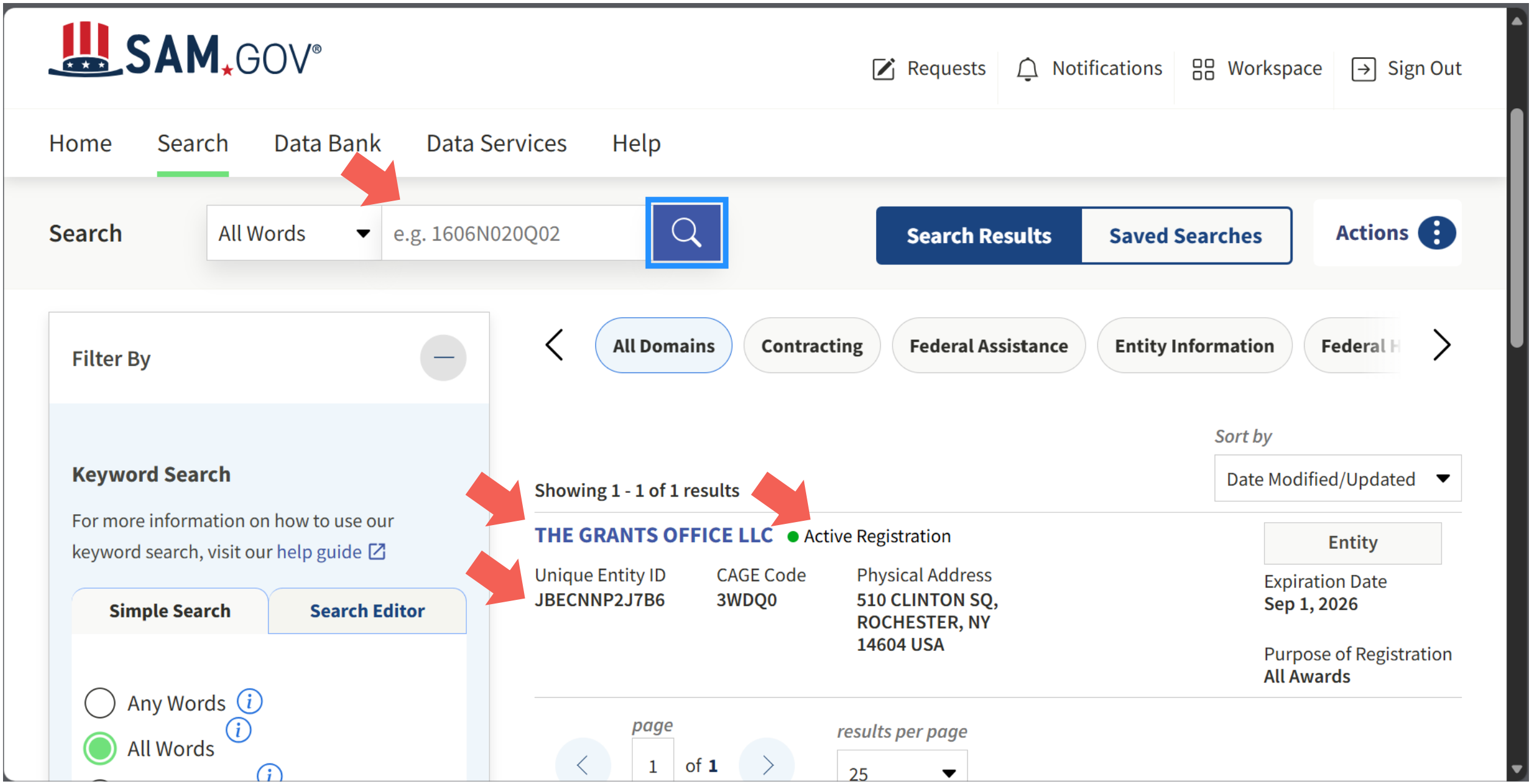
Roles are assigned in Research.gov, each with specific access / permissions. Update / maintain these roles with intention.








An official website of the United States government Here's how you know
Sign In
Home
Search
Data Bank
Data Services
Help
SAM.GOV®
Official U.S. Government Website
100% Free
The Official U.S. Government System for:
Contracting
Opportunities, Awards, and Subcontract Reports
(fpds.gov still authoritative for award data)
Wage Determinations
Federal Hierarchy
Departments and Subtiers
Federal Assistance
Assistance Listings and Subaward Reports (was FSRS.gov)
Entity Information
Entities, Disaster Response Registry, Exclusions, and Responsibility / Qualification (was FAPIIS.gov)
Entity Reporting
SCR and Bio-Preferred Reporting
Are you searching for Federal Acquisition Supply Chain Security Act (FASCSA) orders?
View FASCSA Orders
Register Your Entity or Get a Unique Entity ID
Register your entity or get a Unique Entity ID to get started doing business with the federal government.
Get Started
Renew Entity
Check Entity Status
Already know what you want to find?
Select Domain...
e.g. 1606N020Q02
Announcements
How to get a Unique Entity ID


SAM.GOV®
Requests
Notifications
Workspace
Sign Out
Home
Search
Data Bank
Data Services
Help
Search
All Words
e.g. 1606N020Q02
Search Results
Saved Searches
Actions
Filter By
Keyword Search
For more information on how to use our keyword search, visit our help guide
Simple Search
Search Editor
Any Words
All Words
All Domains
Contracting
Federal Assistance
Entity Information
Sort by
Date Modified/Updated
Showing 1 - 1 of 1 results
THE GRANTS OFFICE LLC
Active Registration
Unique Entity ID
JBECNNP2J7B6
CAGE Code
3WDQ0
Physical Address
510 CLINTON SQ,
ROCHESTER, NY
14604 USA
Entity
Expiration Date
Sep 1, 2026
Purpose of Registration
All Awards
page
1
of 1
results per page
25

POINTS OF CONTACT

Electronic Business

Primary Point of Contact

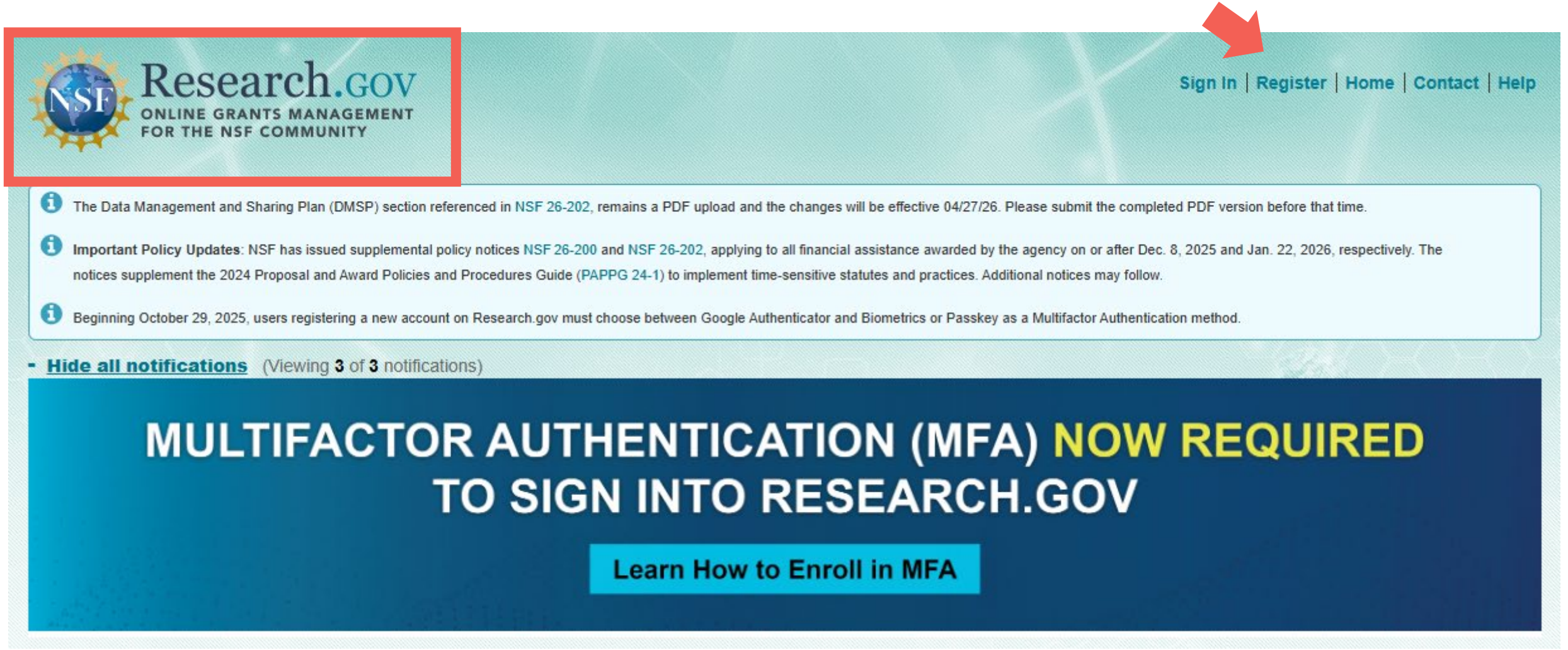
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Alternate Point of Contact

Christopher LaPage

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United States


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The Data Management and Sharing Plan (DMSP) section referenced in NSF 26-202, remains a PDF upload and the changes will be effective 04/27/26. Please submit the completed PDF version before that time.
Important Policy Updates: NSF has issued supplemental policy notices NSF 26-200 and NSF 26-202, applying to all financial assistance awarded by the agency on or after Dec. 8, 2025 and Jan. 22, 2026, respectively. The notices supplement the 2024 Proposal and Award Policies and Procedures Guide (PAPPG 24-1) to implement time-sensitive statutes and practices. Additional notices may follow.
Beginning October 29, 2025, users registering a new account on Research.gov must choose between Google Authenticator and Biometrics or Passkey as a Multifactor Authentication method.
- Hide all notifications (Viewing 3 of 3 notifications)
MULTIFACTOR AUTHENTICATION (MFA) NOW REQUIRED
TO SIGN INTO RESEARCH.GOV
Learn How to Enroll in MFA

Registration Roles and Responsibilities



Prepare Proposals and Manage Awards

Principal Investigator (PI), co-Principal Investigator (co-PI), Proposed Postdoctoral Fellow, Other Authorized User (OAU)

Add Investigator or Authorized User Role

PI/co-PI, Postdoctoral Fellow and OAU role details

Add and Manage Organizations

Administrator (Admin), Authorized Organizational Representative (AOR), Sponsored Projects Officer (SPO), View Only User

Add Organizational Role

Organizational role details

Manage Financials in Award Cash Management Service (ACM$)

Awardee Preparer, Awardee Certifier, Awardee Financial Representative

Add Financial Role

Financial role details

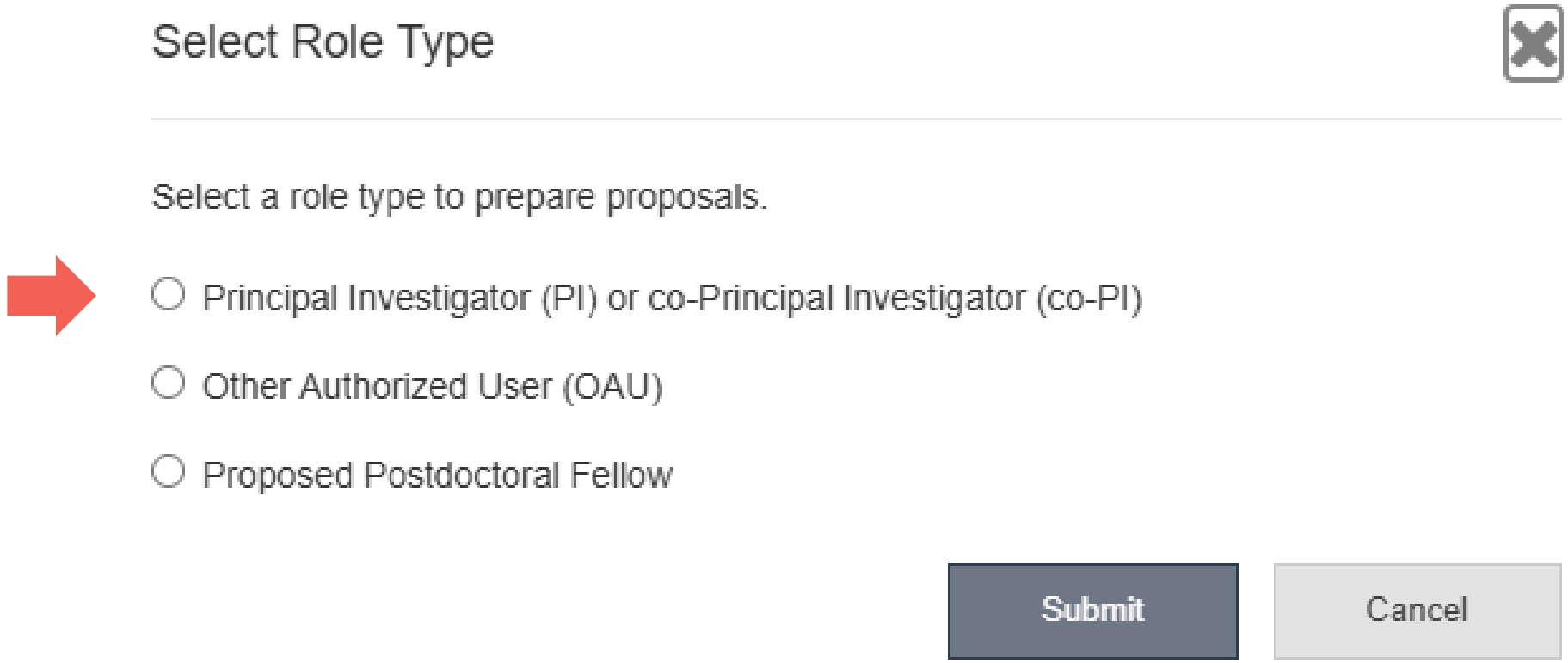
Register as a Graduate Research Fellowship Program (GRFP) Official

Coordinating Official (CO), Alternate Coordinating Official (Alt. CO), Financial Official (FO)

Add GRFP Official Role

GRFP role details

Add Investigator or Authorized User Role



How to Apply via Research.gov

Prepare and Submit Proposals

Letters of Intent, Preliminary, Full, Renewal, Postdoctoral Fellowships, and SBIR/STTR

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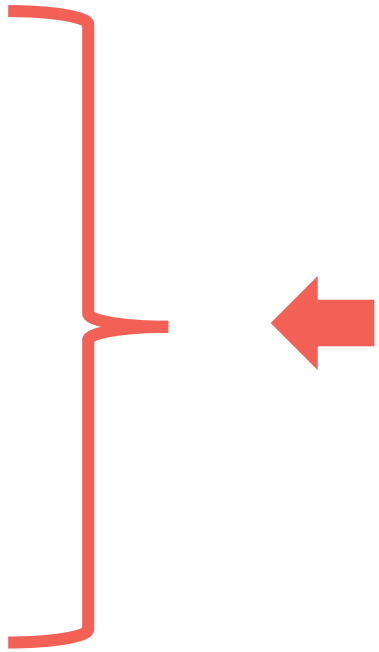
Prepare New Full Proposal

1. Funding Opportunity ✔ | 2. Where to Apply ✔ | 3. Proposal Type ✔ | 4. Proposal Details

Select Proposal Type

What type of proposal will be used? Proposal Types

- (●) Research
- ( ) Planning PAPPG II.F.1
- ( ) Rapid Response Research (RAPID) PAPPG II.F.2
- ( ) Early-concept Grants for Exploratory Research (EAGER) PAPPG II.F.3
- ( ) Research Advanced by Interdisciplinary Science and Engineering (RAISE) PAPPG II.F.4
- ( ) Grant Opportunities for Academic Liaison with Industry (GOALI) PAPPG II.F.5
- ( ) Ideas Lab PAPPG II.F.6
- ( ) Facilitation Awards for Scientists and Engineers with Disabilities (FASED) PAPPG II.F.7
- ( ) Conference PAPPG II.F.8
- ( ) Equipment PAPPG II.F.9
- ( ) Travel PAPPG II.F.10
- ( ) Center PAPPG II.F.11
- ( ) Research Infrastructure PAPPG II.F.12
- ( ) Postdoctoral Fellowship
- ( ) Small Business Innovation Research Program (SBIR)
- ( ) Small Business Technology Transfer Program (STTR)



Previous | Next

Prepare New Full Proposal

1. Funding Opportunity ✔ | 2. Where to Apply ✔ | 3. Proposal Type ✔ | 4. Proposal Details

Proposal Details

What type of proposal are you submitting?

- (●) Single proposal (with or without subawards)
- ( ) Separately submitted collaborative proposal

What is a Collaborative Proposal?

A collaborative proposal is one in which investigators from two or more organizations wish to collaborate on a unified research project.

Methods to submit collaborative proposals

Proposal Title

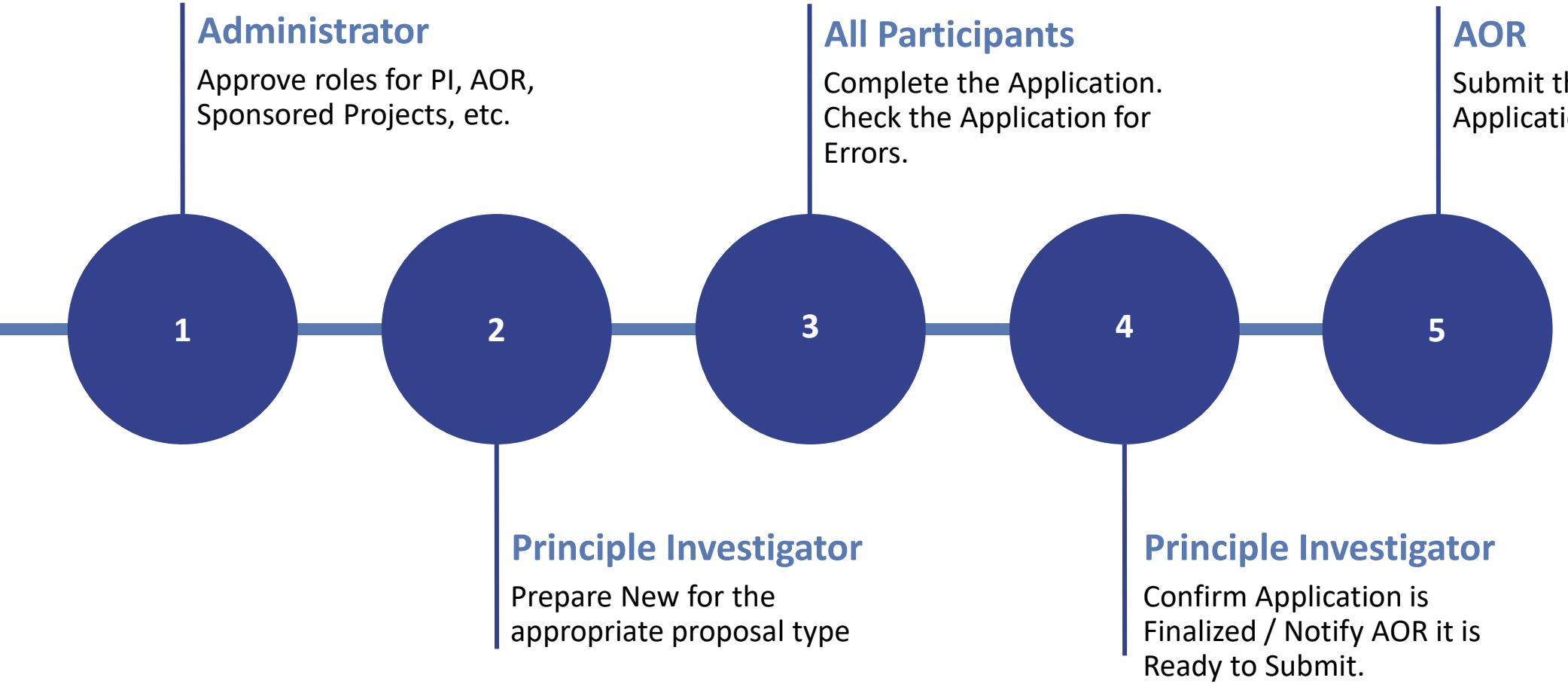
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Previous | Prepare Proposal

Workspace Roles

- Principle Investigator of co-PI
- Authorized Organizational Representative (AOR)
- Sponsored Projects Officer
- Other Authorized User
- Administrator

How to Apply via Research.gov



Common Research.gov Pain Points and How to Avoid Them



Common Pain Points & How to Avoid Them

1. Registration / Annual Renewal Delays

Register in SAM.gov 4–6 weeks early. Confirm active status before applying. Remember renewals aren't automatic. Set annual reminders.

2. Account Set Up

Ensure accounts are linked to the organization profile. Save time to get roles approved by your Administrator.

3. Role Confusion

Know who can start an application, who can edit, and who can submit. Save time for internal coordination.

4. Staying Only in Research.gov

Research.gov is only for completing applications and post-award management. Search NSF.gov or grants.gov to find grants.

5. Prepare New vs. In Progress

If someone on your application team has started the application, make sure to find it in the "In Progress" section!

Common Pain Points & How to Avoid Them

6. Incorrect Proposal Type Selection

Know what you need to submit for your specific program and select correctly to avoid having incorrect forms in the portal.

7. Not Completing Prep Work Before Starting

You need to know some details about your project, including the title, before you start your application.

8. Compliance Not Confirmed

Use Compliance Status as an extra check that your application is complete.

9. Deadline Surprises

Set an internal deadline at least 48 hours early and aim to submit 24-48 hours before the official close.

10. Post-Submission Uncertainty

Monitor application status in the system, then watch for direct communications from NSF.



Supporting Resources



- **Registration:** https://sam.gov/entity-registration
- **Search:** https://sam.gov/search/
- **Support Page**: https://sam.gov/help



- **Registration:** https://apps.research.gov/account/registration
- **Support Page:** https://www.research.gov/research-web/content/Rgovhelp

Other Grants Office Services

SCAN HERE

Research & Consultation

Grants Office will identify what grants best fit your upcoming projects and develop next steps.

Project Building

Grants Office will advise on project development and material gathering with a particular grant in mind.

Grant Proposal Writing

Grants Office will write a competitive and engaging proposal.

Grant Proposal Review

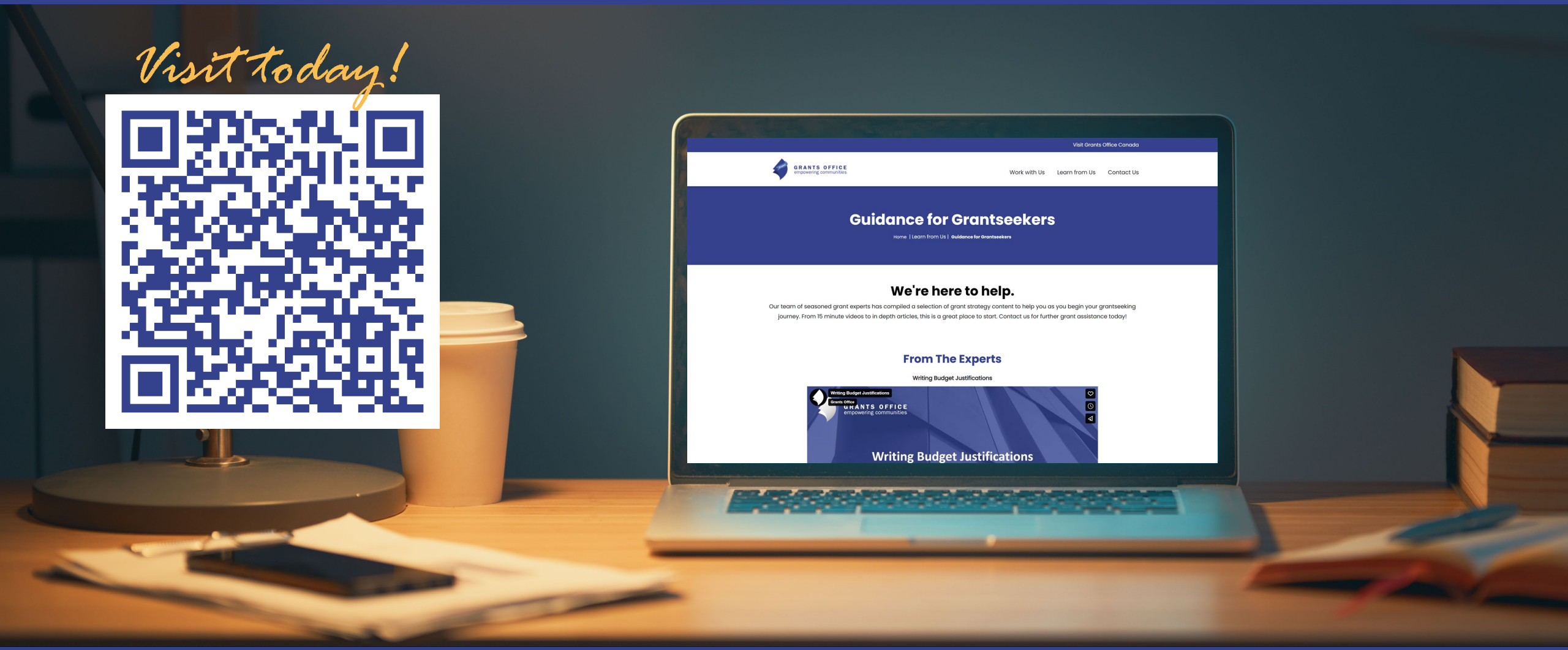
Grants Office will provide feedback on application materials, ensuring compliance with submission requirements.

Grants Office Communities

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