

- As of November 21, 2022, Grants.gov proposals are processed in Research.gov instead of in FastLane. Corrections or additions to Grants.gov proposals submitted to NSF on or after November 21, 2022, are also made in Research.gov.
- Corrections or additions to Grants.gov proposals submitted to NSF on or before November 18, 2022, must be made in FastLane. The deadline to submit proposal file updates and budget revisions in FastLane is Friday, September 29, 2023 (5:00 PM submitter's local time). See the [FastLane Decommissioning](#) page for details.
- There is no grace period for Grants.gov proposals. Grants.gov proposals must pass all Research.gov pre-check and post-check validations and be successfully submitted to NSF by 5:00 PM submitter's local time. **Receiving a Grants.gov Agency Tracking Number does not mean the proposal was successfully accepted by NSF.**
- Refer to the [NSF Grants.gov Application Guide](#) for more information.
- Frequently Asked Questions (FAQs) are available on the Research.gov [About Proposal Preparation and Submission](#) page and can be found under the [Grants.gov Submitted Proposals topic](#) on the left navigation menu.

## Overview of Grants.gov Proposal Processing in Research.gov

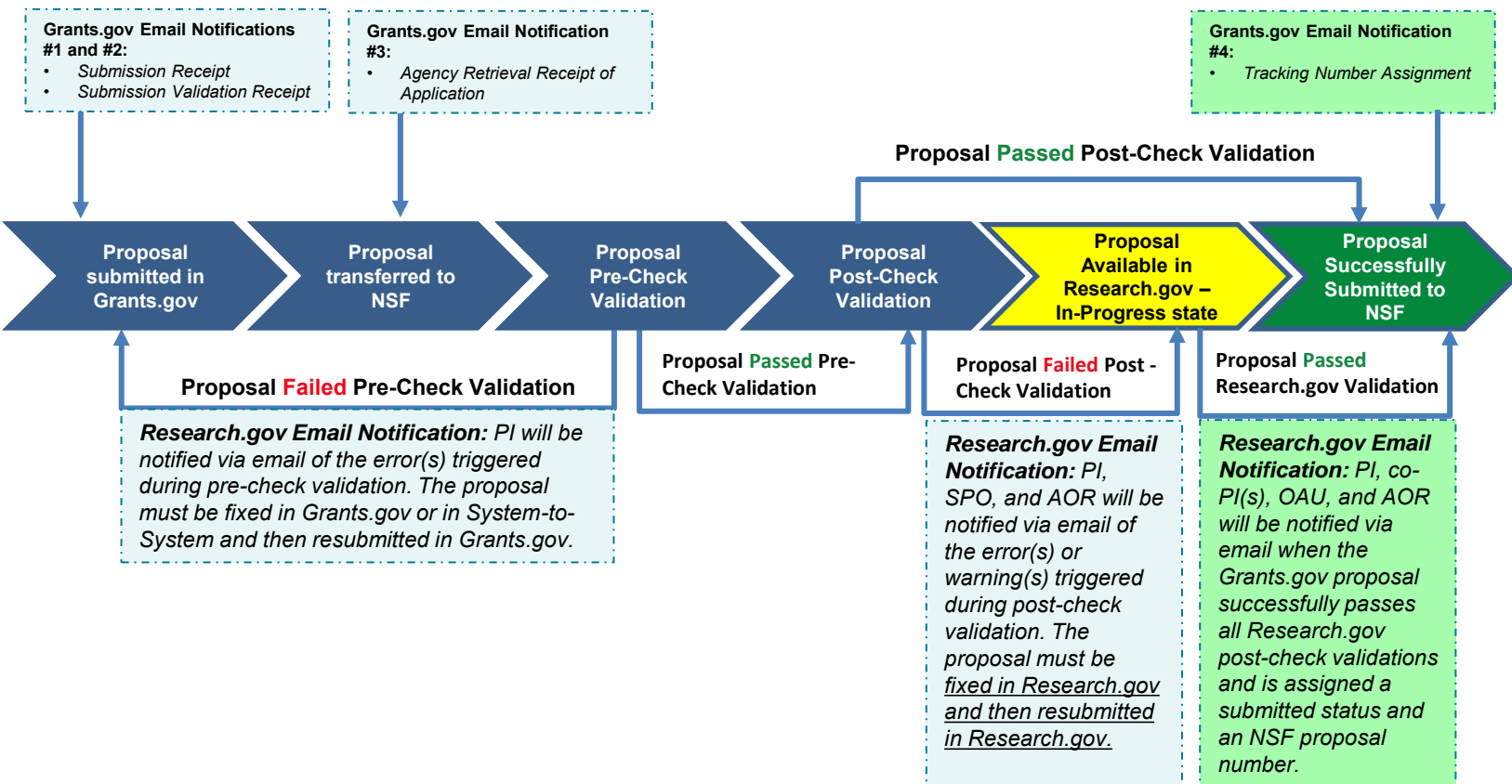
After the proposal is submitted to NSF in Grants.gov, four Grants.gov confirmation emails will be sent to the PI:

- Submission Receipt
- Submission Validation Receipt
- Agency Retrieval Receipt of Application

If you do not receive all three Grants.gov confirmation emails listed above within 10 minutes after submitting in Grants.gov, please call the NSF Help Desk at 800-381-1532 for assistance.

The fourth Grants.gov confirmation email is sent to the PI after the proposal has been successfully submitted to NSF.

- Tracking Number Assignment





## Account Reminders

- To apply to an NSF program, a Grants.gov proposer must have an NSF account (NSF ID) in Research.gov and an organization-approved Principal Investigator (PI) role affiliated with an organization registered with NSF **and** a Grants.gov account.
- Proposers who previously submitted a postdoctoral fellowship proposal to NSF in Grants.gov or registered as an unaffiliated individual in their Grants.gov account can inadvertently attempt to apply to an NSF non-postdoctoral fellowship program as an individual unless their Grants.gov account profile is updated. NSF proposals cannot be submitted by an individual except to a postdoctoral fellowship program.
- Grants.gov proposers should contact Grants.gov to update their Grants.gov account profile as necessary before starting an NSF non-postdoctoral fellowship proposal to ensure that they are not applying as an individual.

## Example *Grants.gov* Confirmation Email #1: Submission Receipt

[EXTERNAL] - GRANT00783 . . . Grants.gov Submission Receipt

Your application has been received by Grants.gov, and is currently being validated.  
Your submission was received at Nov 14, 2022 11:48:29 AM EST

Validation may take up to 2 business days. To check the status of your application please click here [https://training.grants.gov/applicants/track-my-application.html?tracking\\_num](https://training.grants.gov/applicants/track-my-application.html?tracking_num)

Type: GRANT

Grants.gov Tracking Number: GRANT00783

We will notify you via email when your application has been validated by Grants.gov and is being prepared for Grantor agency retrieval.  
UEI: R28EKN92

AOR name: gi\_test

Application Name: Accepted Anytime Testing

Opportunity Number: 22-610

Opportunity Name: Condensed Matter and Materials Theory

Thank you.

Grants.gov

If you have questions please contact the Grants.gov Contact Center:

[support@grants.gov](mailto:support@grants.gov)

1-800-518-4726

24 hours a day, 7 days a week. Closed on federal holidays.

PLEASE NOTE: This email is for notification purposes only. Please do not reply to this email for any purpose.

## Example *Grants.gov* Confirmation Email #2: Submission Validation Receipt

[EXTERNAL] - GRANT007: Grants.gov Submission Validation Receipt for Application

Your application has been received and validated by Grants.gov and is being prepared for Grantor agency retrieval.

UEI: R28EK

AOR name: gi test

Application Name: Accepted Anytime Testing

Opportunity Number: 22-610

Opportunity Name: Condensed Matter and Materials Theory

<https://trainingapply.grants.gov/apply/login.faces?cleanSession=1>

You will be notified via email when your application has been retrieved by Grantor agency.

Thank you.

Grants.gov

If you have questions please contact the Grants.gov Contact Center:

[support@grants.gov](mailto:support@grants.gov)

1-800-518-4726

24 hours a day, 7 days a week. Closed on federal holidays.

PLEASE NOTE: This email is for notification purposes only. Please do not reply to this email for any purpose.

## Example *Grants.gov* Confirmation Email #3: Agency Retrieval Receipt of Application

[EXTERNAL] - GRANT007: Grants.gov Grantor Agency Retrieval Receipt for Application

Your application has been retrieved by the Grantor agency.

Type: GRANT

Grants.gov Tracking Number: GRANT0078

UEI: R28EKN9.

AOR name: gi test

Application Name: Accepted Anytime Testing

Opportunity Number: 22-610

Opportunity Name: Condensed Matter and Materials Theory

We will notify you via email when your Grantor agency has assigned an Agency Tracking Number to your application.

Thank you.

Grants.gov

If you have questions please contact the Grants.gov Contact Center:

[support@grants.gov](mailto:support@grants.gov)

1-800-518-4726

24 hours a day, 7 days a week. Closed on federal holidays.

PLEASE NOTE: This email is for notification purposes only. Please do not reply to this email for any purpose.

## Grants.gov Proposal Pre-check Validations

- After a Grants.gov proposal is submitted to NSF and transferred to NSF (transfers are made every five minutes), data are converted and proposal pre-check validations are run to ensure the proposal can be processed in Research.gov.
- If a proposal does not pass all pre-check validations, a Research.gov system-generated email will be sent to the PI identifying the issue(s) for correction.
- Refer to the [Automated Compliance Checking of NSF Proposals](#) page for the current automated Grants.gov proposal pre-checks. The validation pre-checks listed below are current as of the date of this guide.
- Corrections must be made in the system in which the proposal was prepared (i.e., Grants.gov or System-to-System) and then resubmitted in Grants.gov.



### Grants.gov Proposal Pre-check Validations List

1. *Selected funding opportunity due dates are not more than 12 months from the current date.*
2. *Selected funding opportunity does not currently have any available due dates for submission.*
3. *Selected funding opportunity is not enabled in Research.gov.*
4. *Selected Directorate, Division, or Program in the proposal does not correspond with the selected funding opportunity.*
5. *Unique Entity ID (UEI) for the prime organization in the proposal must be valid and active in the System for Award Management (SAM).*
6. *NSF ID for the Authorized Organizational Representative (AOR) in the proposal must be valid and the individual must have an organization-approved AOR role at the prime organization.*
7. *NSF ID for the Principal Investigator (PI) in the proposal must be valid and the individual must have an organization-approved PI role at the prime organization.*
8. *Prime organization listed in the proposal is an individual, but the proposal type is not Fellowship.*
9. *Prime organization listed in the proposal is an individual, but the selected funding opportunity is not a Fellowship solicitation.*
10. *Prime organization listed in the proposal is not an individual, but the proposal type is Fellowship.*
11. *Prime organization listed in the proposal is not an individual, but the selected funding opportunity is a Fellowship solicitation.*
12. *Selected proposal type is invalid for a proposal that requires mandatory cost sharing. Refer to the relevant program solicitation for further details.*

## Example Research.gov Email: Proposal Failed Pre-Check Validation

### Proposal Errors Need Correction in your Proposal Preparation Source System

The National Science Foundation (NSF) did **not** receive the proposal you submitted via Grants.gov because it failed initial checks against content quality or completion.

Grants.gov ID: GRANT0078

Submitted via Grants.gov: 11/18/2022 12:25 PM EST

Sign-in to your proposal preparation source system (i.e., [Grants.gov](#), S2S) to access your proposal, resolve all proposal errors listed below, and re-submit the proposal. **Ensure your proposal is successfully submitted via Grants.gov before the 5 p.m local time zone deadline.** NSF may return without review proposals that do not meet NSF proposal preparation requirements and deadlines.

The following **error(s)** must be fixed prior to re-submitting the proposal in your proposal preparation source system:

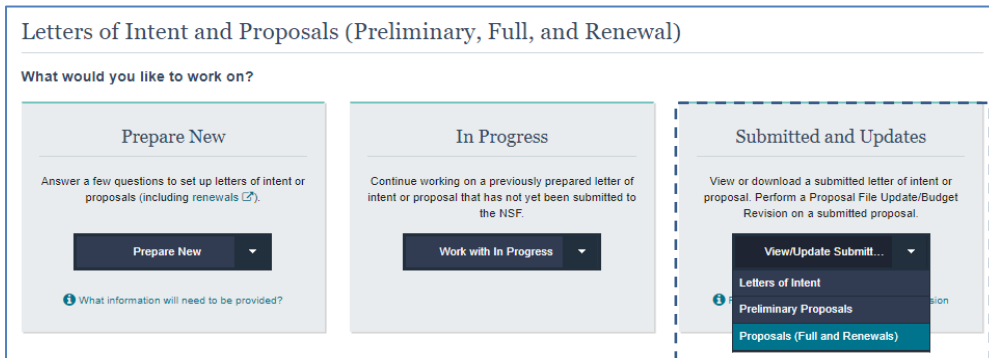
- The Division/Program entered in the Cover Page form does not correspond to the funding opportunity listed in your proposal. Please correct the Division Code/Program Code in the Cover Page form and re-submit via Grants.gov.

**Note:** Once your proposal enters Research.gov via Grants.gov, further checks will be run against it.

For additional assistance from Grants.gov, please contact the Grants.gov contact center at 1-800-518-4276 or [support@grants.gov](mailto:support@grants.gov).

## Grants.gov Proposal Post-check Validations (No Post-check Warnings or Errors Identified)

- After a Grants.gov proposal passes all pre-check validations, the post-check validations will run. These include the Research.gov automated proposal compliance checks in effect at the time. Refer to the [Automated Compliance Checking of NSF Proposals](#) page for the current automated Research.gov proposal checks for the full proposal submission type.
- If the Grants.gov proposal passes all post-check validations, the proposal will be successfully submitted in Research.gov, and a Research.gov system-generated notification email will be sent to the PI, co-PI(s), Other Authorized User (OAU), and Authorized Organizational Representative (AOR) associated with the prime organization. The email notification will include a link to access the submitted proposal after signing into Research.gov. See the example Research.gov email on page 6.
- The PI will also receive a fourth Grants.gov email to confirm successful proposal submission to NSF. See the example Grants.gov email on page 6.
- Once the proposal is successfully submitted to NSF, the proposal will be available in Research.gov to view, and to submit a proposal file update and/or budget revision. The submitted proposal can also be found by selecting Proposal (Full and Renewals) from the Submitted and Updates tile drop-down.



Letters of Intent and Proposals (Preliminary, Full, and Renewal)

What would you like to work on?

**Prepare New**

Answer a few questions to set up letters of intent or proposals (including renewals <sup>2</sup>).

Prepare New

What information will need to be provided?

**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/Budget Revision on a submitted proposal.

View/Update Submitt...

- Letters of Intent
- Preliminary Proposals
- Proposals (Full and Renewals)

## Example Research.gov Email: Successful Grants.gov Proposal Submission to NSF

[EXTERNAL] - GRANT00782413 Grants.gov Agency Tracking Number Assignment for Application

Proposal 230 has been successfully submitted to the National Science Foundation (NSF) via Grants.gov.

Grants.gov ID: GRANT00782413

Grants.gov Submission Date/Time: 10/26/2022 3:36 PM EDT

Proposal Title: GI - Integration: PD 21-178Y 2 Target Dates 10/28/2022 (Target Date) 04/28/2023 (Target Date)

Submission Type: Full Proposal

Received by NSF: 10/26/2022 3:37 PM EDT

Organization: NSF University

SAM Legal Business Name: NSF University

The proposal can be accessed from your listing of submitted proposals within Research.gov. If updates are needed, navigate to the proposal main page and select the "Prepare Proposal File Update/Budget Revision" button to submit changes.

[Access your proposal in Research.gov](#) (sign-in required)

Need Help?

You can find helpful Research.gov information by clicking Help in the top right-hand corner of Research.gov.

For additional assistance, please contact the NSF Help Desk at [1-800-381-1532](tel:1-800-381-1532) or [Rgov@nsf.gov](mailto:Rgov@nsf.gov).

Please DO NOT REPLY TO THIS MESSAGE, as this email was sent from an address that cannot accept incoming messages.

## Example Grants.gov Confirmation Email #4: Tracking Number Assignment

Proposal 2300 has been successfully submitted to the National Science Foundation (NSF) via Grants.gov.

Grants.gov ID: GRANT00782413

Grants.gov Submission Date/Time: 10/26/2022 3:36 PM EDT

Proposal Title: NSF Proposal

Submission Type: Full Proposal

Received by NSF: 10/26/2022 3:37 PM EDT

Organization: NSF University

SAM Legal Business Name: NSF University

The proposal can be accessed from your listing of submitted proposals within Research.gov. If updates are needed, navigate to the proposal main page and select the "Prepare Proposal File Update/Budget Revision" button to submit changes.

[Access your proposal in Research.gov](#) (sign-in required)

Need Help?

You can find helpful Research.gov information by clicking Help in the top right-hand corner of Research.gov.

For additional assistance, please contact the NSF Help Desk at [1-800-381-1532](tel:1-800-381-1532) or [Rgov@nsf.gov](mailto:Rgov@nsf.gov).

Please DO NOT REPLY TO THIS MESSAGE, as this email was sent from an address that cannot accept incoming messages.



## Grants.gov Proposal Post-check Validations (Post-check Warnings or Errors Identified)

- If the Grants.gov proposal does not pass all post-check validations, a Research.gov system-generated email will be sent to the PI, Sponsored Projects Office (SPO), and AOR associated with the prime organization notifying them that the proposal is in progress in Research.gov and has **not** been successfully submitted to NSF. The email notification will include a link to access the in-progress proposal after signing into Research.gov. See the example Research.gov email on page 8.
- The in-progress proposal can also be found by selecting Proposal (Full and Renewals) from the In Progress tile drop-down. The proposal title will be pre-fixed with “Grants.gov.”



- Post-check validations include the Research.gov automated proposal compliance checks in effect at the time. Refer to the [Automated Compliance Checking of NSF Proposals](#) page for the current automated Research.gov proposal checks for the full proposal submission type.
- Proposals with compliance warnings can be submitted in Research.gov, whereas proposals with compliance errors must be fixed in Research.gov and then submitted. See page 11 of this guide for helpful resources.
- SPO(s) are automatically provided edit access in Research.gov and AORs are automatically provided edit and submit access in Research.gov when a Grants.gov proposal is processed in Research.gov but has an in-progress status.
- Changes made to a Grants.gov proposal in Research.gov will not be reflected in the source system (i.e., Grants.gov or System-to-System).
- There is no grace period for Grants.gov proposals. **The Grants.gov proposal must be successfully accepted at NSF gov by the relevant 5:00 PM submitter's local time deadline.** Proposals submitted in Grants.gov **prior** to the deadline but received at NSF **after** the deadline will not be accepted or will be returned without review unless the submission meets the special exceptions to NSF's deadline date policy per *Proposal & Award Policies & Procedures Guide* [Chapter I.F.](#)

## Example Research.gov Email: Proposal Failed Post-Check Validation

### Proposal Errors Need Correction in Research.gov

The National Science Foundation (NSF) did **not** receive the proposal you submitted via Grants.gov. The proposal will remain in "In-Progress" status within Research.gov until the following errors are resolved and the proposal is re-submitted through Research.gov.

Grants.gov ID: GRANT007  
Grants.gov Submission Date/Time: 11/17/2022 3:58 PM EST  
Temporary ID Number: 7  
Proposal Title: NSF Proposal ..  
Organization: NSF University  
SAM Legal Business Name NSF University

The proposal can be accessed from your listing of in progress proposals within Research.gov. **Ensure your proposal is successfully submitted in Research.gov before the 5 p.m. local time zone deadline.** The SPO can edit the proposal, while the AOR can edit and submit the proposal in Research.gov. NSF may return without review proposals that do not meet NSF proposal preparation requirements and deadlines.

The following **error(s)** must be fixed prior to re-submitting the proposal:

#### Manage Personnel and Subaward Organizations

- GOALI proposals must have at least one Industrial co-PI associated with the prime organization personnel in the proposal. Add an Industrial co-PI from the proposal's prime organization [Manage Personnel](#) page.

**Action Needed: Final Review.** To ensure all data submitted via Grants.gov is accurate and complete, review all proposal information prior to submission in Research.gov. This includes all personnel, subaward(s), proposal documents, and budget data.

- Note: Non-PI personnel and budget funds entered for Equipment and Indirect Costs **will not transfer** to Research.gov as they were entered in your proposal preparation source system (Grants.gov, S2S) **and will need to be updated:**
  - Please ensure all personnel are properly assigned in Research.gov by uploading senior personnel documents and adding budget data for each of the non-PI personnel on the proposal. Additionally, please ensure the budget data is entered correctly in the Equipment (Section D) and Indirect Costs (Section I) sections, if applicable, of the budget.

[Access your proposal in Research.gov](#) (sign-in required)

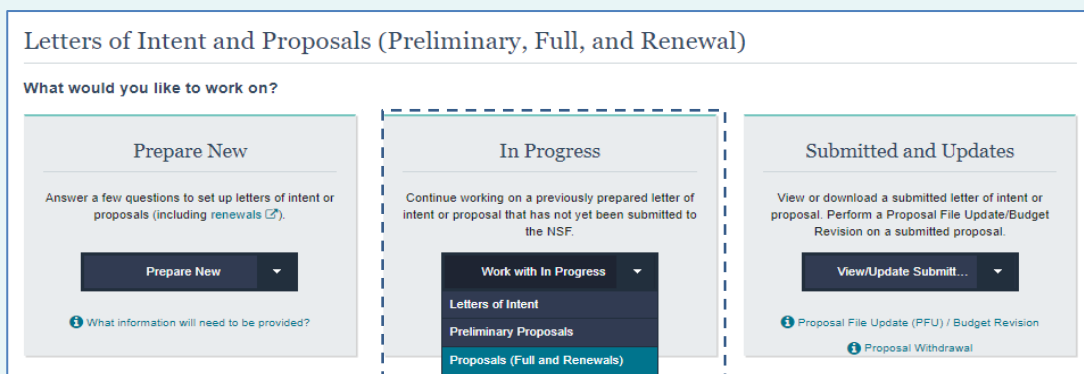
## Grants.gov Proposal Successfully Submitted to NSF in Research.gov

- When the Grants.gov proposal passes all post-check validations, the proposal will be successfully submitted in Research.gov, and a Research.gov system-generated notification email will be sent to the PI, co-PI(s), OAU, and AOR associated with the prime organization. The email notification will include a link to access the submitted proposal after signing into Research.gov. See the example Research.gov email on page 6.
- The PI will also receive a fourth Grants.gov email to confirm successful proposal submission to NSF. See the example Grants.gov email on page 6.
- Once the proposal is successfully submitted to NSF, the proposal will be available in Research.gov to view, and to submit a proposal file update and/or budget revision.



## Tips for Grants.gov Proposals Submitted to NSF in Research.gov

- The full name (i.e., first name and last name) of the PI and any co-PIs entered on Form SF-424 in Grants.gov must match the full name of the PI and any co-PIs registered in Research.gov Account Management and associated with the PI's or co-PI's NSF ID. A mismatch of the PI's or co-PI's full name will cause an issue with transferring the proposal budget information for the PI or co-PI in Research.gov.
- As of May 22, 2023, applicants are no longer required to re-upload any Senior Personnel documents or re-enter budget data in Research.gov for co-PIs and Other Senior Personnel for the prime organization as a separate step after a proposal is transferred from Grants.gov to Research.gov provided the following criteria are met:
  - the UEI is entered on the Senior Key Person Profile (Expanded) form for the co-PI or Other Senior Personnel,
  - the co-PI or Other Senior Personnel full name (i.e., first name and last name) matches the full name in Research.gov Account Management and is associated to the individual's NSF ID,
  - and the co-PI or Other Senior Personnel full name (i.e., first name and last name) matches the full name entered for the individual on the proposal budget
- Proposals with subawards will be available in Research.gov in an in-progress state after being transferred from Grants.gov. Subaward organization senior personnel with roles other than PI (i.e., co-PIs and Other Senior Personnel) must be added to the proposal in Research.gov, and their senior personnel documents must be uploaded and their budget data entered. Research.gov is not able to include these documents and data for subaward organization senior personnel from proposals submitted via Grants.gov at this time.
- The following proposal types submitted via Grants.gov will automatically be set as in-progress proposals in Research.gov and will require the proposer to access Research.gov to complete the submission process:
  - Grant Opportunities for Academic Liaison with Industry (GOALI)
  - Postdoctoral Fellowship
- Proposals submitted via Grants.gov that are in progress in Research.gov can be accessed on the Research.gov In Progress page. Select Proposal (Full and Renewals) from the In Progress tile drop-down to locate the proposal. The proposal title will be pre-fixed with "Grants.gov."



Letters of Intent and Proposals (Preliminary, Full, and Renewal)

What would you like to work on?

**Prepare New**

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

Prepare New ▾

What information will need to be provided?

**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 ▾

- Letters of Intent
- Preliminary Proposals
- Proposals (Full and Renewals)

**Submitted and Updates**

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

View/Update Submit... ▾

Proposal File Update (PFU) / Budget Revision

Proposal Withdrawal

## NSF Proposal Functionality Limitations in Grants.gov

- Unless otherwise specified in an NSF solicitation, proposals to NSF may be submitted via Grants.gov or Research.gov.
- Proposers should read the solicitation carefully because some submissions are **not** supported in Grants.gov, such as:
  - Separately submitted collaborative proposals from multiple organizations
  - Letters of intent
  - Preliminary proposals
- Some proposals can be submitted in Grants.gov but must be completed or updated in Research.gov, such as:
  - Proposals with project data forms for the Directorate for STEM Education (EDU)/Division of Undergraduate Education (DUE)
  - Grant Opportunities for Academic Liaison with Industry (GOALI) proposals
  - Postdoctoral fellowship proposals
  - Proposals with budgets of 6 years or more
  - Proposals with subawards

## Helpful Resources

- **NSF Grants.gov Application Guide**

The [NSF Grants.gov Application Guide](#) was developed to assist proposers in the preparation and submission of proposals to NSF.

- **Help within the Research.gov Proposal Submission System**

Inline help features such as tooltips and links to relevant [Proposal & Award Policies & Procedures Guide](#) sections are included throughout the Research.gov Proposal Submission System.

- **Research.gov About Proposal Preparation and Submission Page**

Bookmark <https://www.research.gov/research-web/content/aboutpsm> to quickly access FAQs, video tutorials, and how-to guides.

- **Research.gov Proposal Preparation Demo Site**

Access the proposal preparation demo site at <https://web.demo.research.gov/proposalprep/#/proposal-prep> (you will be prompted to sign into Research.gov if you are not already signed in). All demo site users are automatically given the PI role for demo site purposes, in order to perform the proposal preparation functions that a PI can do in the actual system. See the demo site FAQs on the Research.gov [About Proposal Preparation and Submission](#) page left navigation menu for information on demo site access and features.

- **Proposal Preparation FAQs**

FAQs organized by topic are available on the Research.gov [About Proposal Preparation and Submission](#) page left navigation menu. See the [Grants.gov Submitted Proposals topic](#) for FAQs specific to proposals submitted to NSF in Grants.gov.

- **Video Tutorials**

Videos demonstrating key proposal preparation steps are available on the Research.gov [About Proposal Preparation and Submission](#) page [Video Tutorials](#) section.

- **Automated Proposal Compliance Checks**

Automated proposal compliance checks triggering an error message will stop proposal submission to NSF, whereas checks triggering a warning message will still allow proposal submission. See the [Automated Compliance Checking of NSF Proposals](#) page for the current automated Research.gov proposal checks.

- **NSF Help Desk**

IT system-related and technical questions may be directed to the NSF Help Desk at 1-800-381-1532 (7:00 AM - 9:00 PM Eastern Time; Monday - Friday except federal holidays) or via [rgov@nsf.gov](mailto:rgov@nsf.gov).

- **National Institutes of Health (NIH) Help Desk**

For [SciENcv](#) technical questions related to the NSF-approved format for the Biographical Sketch and Current and Pending (Other) Support proposal sections, please contact the NIH Help Desk (7:30 AM – 5:30 PM Eastern Time, Monday through Friday except for federal holidays) via email at [info@ncbi.nlm.nih.gov](mailto:info@ncbi.nlm.nih.gov) or create a ticket at <https://support.nlm.nih.gov/support/create-case/>.