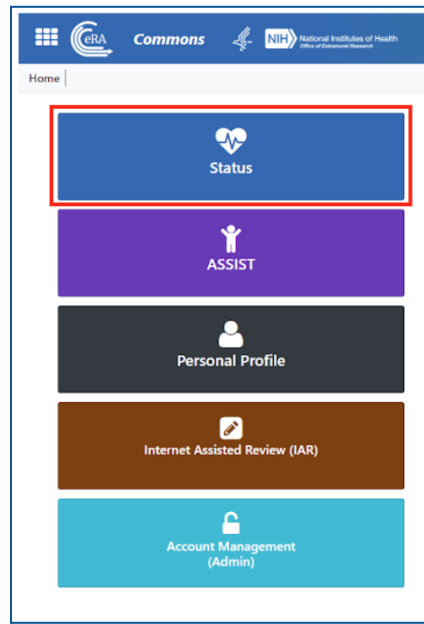


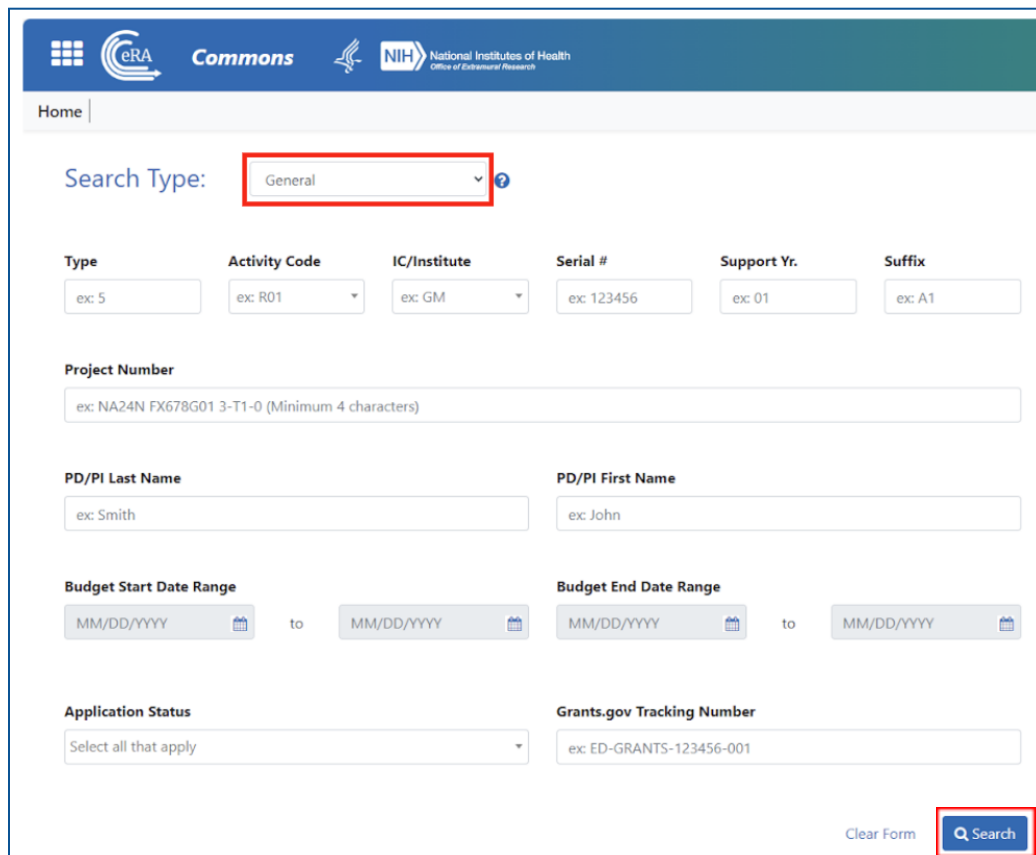
eRA Post-Award: Accept a New Award

When a grant application has been reviewed and funding decisions have been made, the **Signing Official (SO)** will have the option to accept or decline the award through the **Status** module. Only those with the **SO** role will be able to accept/decline an award.

1. Log into eRA Commons and select the **Status** button from the left hand menu.



2. Select **General** from the Search Type dropdown menu and then select **Search**.

A screenshot of the eRA Commons search page. The top navigation bar is the same as in the previous image. Below the navigation bar, there is a 'Home' link. The main content area features a search form. The 'Search Type' dropdown menu is set to 'General' and is highlighted with a red rectangular border. Below the search form, there are several input fields: 'Type' (ex: 5), 'Activity Code' (ex: R01), 'IC/Institute' (ex: GM), 'Serial #' (ex: 123456), 'Support Yr.' (ex: 01), and 'Suffix' (ex: A1). There is also a 'Project Number' field (ex: NA24N FX678G01 3-T1-0) and fields for 'PD/PI Last Name' (ex: Smith) and 'PD/PI First Name' (ex: John). Below these are 'Budget Start Date Range' and 'Budget End Date Range' fields, each with a date picker icon. At the bottom, there are 'Application Status' (Select all that apply) and 'Grants.gov Tracking Number' (ex: ED-GRANTS-123456-001) fields. The 'Search' button is highlighted with a red rectangular border.

- Find the award you would like to accept and select the **ellipsis** next to the award ID, then select **Accept/Decline Award**.

Status Result - General Search

Filter Table 1 Results

Application/Award ID	Grants.gov Tracking #	Proposal Title	PD/PI Name
NA24OARX417G0014-T1-01	GRANT00798628 <div style="border: 1px solid red; padding: 2px; margin-top: 2px;"> Accept/Decline Award Revision Request Correspondence </div>	UAT test Non-research - 7 NOAA-OAR-UAT-2023-2023 111 - CFDA 11 - A	Smith, John

- You will be brought to the Accept or Decline Award screen. Select either **Accept** or **Decline**.

Accept or Decline Award

Award Details

Award Number NA24OARX417G00014-T1-01	Project Period 08/27/2023 - 08/27/2028	GMS Name Corbutt, Michelle
PD/PI Name Smith, John	Grantee Organization UNIVERSITY OF DOC	
Project Title UAT test Non-research - 7 NOAA-OAR-UAT-2023-2023111 CFDA 11 - A		

- If you select **Accept** the award, you have the option to enter comments and select **Accept** to finalize. If you **Decline** the award, you can also enter optional comments before selecting **Decline** to finalize. Declining an award will cause the Notice of Award to become null and void; this action is not reversible.

Accept Award Number NA23OARX417G0114-T1-01 ✕

By accepting this award, you agree to all "Terms and Conditions" provided in the Notice of Award.
If you have any questions about this award, please go back to Status Search Results and select "Correspondence" to contact your Grants Management Specialist and Program Officer.

Comments

2000 characters remaining

Decline Award Number NA23OARX417G0114-T1-01 ✕

By declining this award, you will no longer be entitled to the funding authorized in this award and the Notice of Award will become null and void. This action is not reversible.

Comments

2000 characters remaining