Reminder: NIH Extends Requirement of eRA Commons User IDs to Graduate and Undergraduate Students

In accordance with the National Institutes of Health (NIH) Notice NOT-OD-13-097 and included in the latest release of the NIH Grants Policy Statement, all individuals in graduate and undergraduate roles who participate in NIH-funded projects for at least one person month or more will require an eRA Commons ID on the NIH progress report.

Please note the following:

- **October 18, 2013**: All graduate and undergraduate students reported on the All Personnel Form in the PHS2590 or the Participants Section (D.1) in the RPPR should have eRA Commons IDs. A warning will be issued for all graduate and undergraduate students listed on the Participant List of the RPPR who do not have eRA Commons IDs.

- **October 2014**: RPPRs lacking an eRA Commons ID for graduate and undergraduate students will receive an error and the RPPR will not be accepted by the NIH without this information.

Requests for eRA Commons IDs should be made prior to submitting the progress report to the Office of Grant and Contract Administration (GCA) for review. Please forward eRA Commons ID requests for these individuals to the appropriate GCAT mailbox with a copy to your Grant and Contract Coordinator. Also indicate the appropriate role requested for each individual (graduate or undergraduate student) as well as his or her email address. Your request will generally be completed within one (1) business day.

Additionally, graduate, undergraduate and postdoctoral personnel should be encouraged to update their Commons Personal Profile and answer certain demographic questions pertaining to date of birth, gender, race, ethnicity, disabilities, and citizenship. Beginning on October 18, 2013, warnings began to appear in the eRA Commons screens to alert individuals with those roles that the demographic fields should be completed. Effective October 1, 2014, those fields in the eRA Commons screens will be required for individuals identified in any of those three roles.

Please refer to NOT-OD-13-097 for additional information regarding this requirement and contact your GCA Proposal Manager / Coordinator with questions.