INITIATING A PROPOSAL IN ASSIST

ASSIST is NIH’s web-based “system-to-system” option for preparing, validating, and submitting grants.gov applications

ACCESSING ASSIST

You can access ASSIST as follows:

✓ Log in to ASSIST using your commons ID and password https://public.era.nih.gov/assist
✓ If you have trouble logging in, click the “Forgot password” link to reset your log in credentials. If you do not have a Commons ID, contact your RPM.

LOCATE YOUR FUNDING OPPORTUNITY

On the welcome page search for your opportunity using the search field, then click “Go”.

CREATE PROPOSAL

Once you’ve selected your opportunity you will be redirected to the “FOA Information” page

✓ Be sure to check the proposal “close” date to make sure this is the most current application
✓ The organization should pre-populate to “Stanford University”
✓ Enter the Project Title and PI Name, then “Initiate Application”

Last Updated by Sylvia Holland 1/25/2018