



NIH eRA Commons Now Requires Users to Consolidate Multiple Accounts

Organizations and individuals who rely on NIH's eRA Commons for grant submission on ASSIST and post-award management must now consolidate multiple user accounts into a single set of credentials. This change is driven by NIH's move to mandatory multi-factor authentication through Login.gov, and it affects anyone who has maintained separate accounts for different roles or institutions. Here's what changed, why it matters, and how to get it done before the September 8th deadline.

Background

For years, scientific and administrative roles could not be assigned to a single eRA Commons account at the same time, requiring users to maintain multiple sets of credentials. **This has specifically affected small business applicants where it is common for the same person to be both a Signing Official and Principal Investigator.** Users working across multiple organizations with Signing Official or other administrative roles faced the same challenge. The situation became more burdensome when NIH mandated multi-factor authentication. Beginning in September 2021, multi-factor authentication became required for PD/PIs, Senior Key Personnel, and Reviewer accounts.

The requirement to consolidate now stems directly from how Login.gov works. You can associate only one eRA Commons account with one Login.gov account. Therefore, prior to moving to Login.gov as a login method, you must consolidate your eRA accounts to only one set of eRA login credentials.

How to Consolidate Your Accounts

Before beginning, you must know the username and valid working password of each account you want to consolidate.

The process is completed in three steps:

Step 1 — Initiate the Request

Upon login, all users are presented with a popup window requesting that they consolidate their accounts.



Important - Please Read



CONSOLIDATE MULTIPLE eRA COMMONS ACCOUNTS :

If you have multiple accounts, we *strongly* encourage you to consolidate because once Login.gov is required, only a single account can be mapped and access to additional accounts will be lost. A typical example of this would be if you're an SO for multiple organizations, or you're an SO and a PI for the same organization.

Ensure you have valid eRA Commons usernames and passwords for all your accounts before initiating this request.

For help, [read these instructions](#)  or contact the [eRA Service Desk](#) . Also see the [Account Consolidation FAQ](#) .

★ You can always consolidate multiple accounts under your  user profile menu in the header.

Cancel

Don't Show Me This Again

Submit A Request To Consolidate →

To proceed, click “Submit A Request to Consolidate.” The consolidation screens can also be accessed at any time by clicking the Person icon in the upper right corner of eRA Commons and selecting “Consolidate Accounts.”

Step 2 — Validate Accounts and Select a Primary

Enter the usernames and passwords for each account and click “Validate All Accounts.” Once credentials are verified, select a primary account. It is better to choose the account already set up with Login.gov and/or the Secure Payee Registration System (SPRS) so you do not have to associate the account with Login.gov.

Step 3 — Review and Submit

Review all information and click “Submit Request.” The request is sent to the eRA Service Desk, who vets each request and compares personal information to verify the accounts belong to the same person. A confirmation email with an Account Consolidation Request Number will be sent to the contact email of all accounts included in the request.

Once consolidation is complete, users log in with the primary account credentials and are prompted to select their organization and role category. Users may save a default selection for future logins or



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switch between organizations and roles at any time. Users should also review their Personal Profile carefully after consolidation, as conflicting information between accounts may result in unexpected changes.

Additional Resources

- [eRA Commons Full instructions](#)
- [Video tutorial:](#)
- [eRA Commons FAQs](#)
- [eRA Service Desk](#)

We strongly encourage all affected users to complete their account consolidation well in advance of the September deadline as the eRA Service Desk must manually review and process each request, which may take additional time.

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