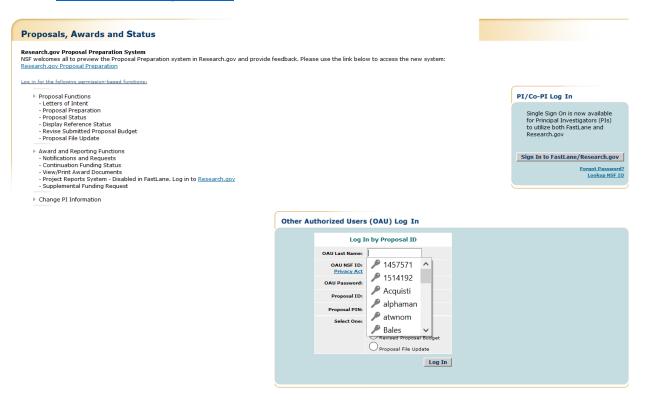# NSF Other Authorized User (OAU) for Proposal Submission

An Other Authorized User is an individual who is not a PI or Co-PI, but is authorized to help prepare and edit a proposal, a revised budget, or proposal file update. The OAU must have the proposal PIN and ID number from the PI to access *Proposals, Awards, and Status*. The individual will also need to be a registered FastLane user.

1. The OAU will need to go to the [FastLane - opens new window](#) web site.

2. Select "Proposals, Awards, and Status" from the top left side of the page.

3. Enter your **Last Name**, **NSF ID**, **Password**, **Proposal ID**, **Proposal Pin**, and select **Proposal Preparation** in the Other Authorized Users box. Then click the **Log In** button. If you are a newly registered FastLane user or if you have not logged on to the system for several months, you may be prompted to change your password.

   o Individuals wishing to establish a FastLane account should review the procedure on [NSF Fastlane/Research.gov Access](#).



4. If you selected Proposal Preparation, the Form Preparation screen displays (Figure 2) for the proposal whose ID and PIN you entered.

# Forms for Temp. Proposal #9022522

## Form Preparation

To prepare a form, click on the appropriate button below.

| Form | Saved | Form | Saved |
|---|---|---|---|
| GO Cover Sheet | 11/29/12 | GO Project Summary | |
| GO Table of Contents | N/A | GO Project Description | |
| GO References Cited | | GO Biographical Sketches | |
| GO Budgets (Including Justification) | | GO Current and Pending Support | |
| GO Facilities, Equipment, and Other Resources | | | |

**Supplementary Documents**

GO Data Management Plan

GO Mentoring Plan[1]

GO Other Supplementary Docs

**Single Copy Documents**

| Form | Saved | Form | Saved |
|---|---|---|---|
| GO PI/Co-PI Information | N/A | GO Add/Delete Non Co-PI Senior Personnel | N/A |
| GO Deviation Authorization(if applicable) | | GO Change PI | |
| GO List of Suggested Reviewers (optional) | N/A | GO Link Collaborative Proposals | |
| GO Additional Single Copy Documents | | | |

Go Back