

Reminder for National Science Foundation (NSF) Fastlane applications: the [Pre-award Research Administrators](#) in the Division of Engineering Research Administration (DER) are setup in the Fastlane Proposal System with the Other Authorized User (OAU) role to assist you with your application.

### **What is the OAU role?**

The [OAU role](#) is for those who are assisting the PI or Co-PI with preparing a Fastlane proposal, revising a submitted NSF budget, or uploading a “proposal file update”. This OAU role allows the Pre-award Research Administer to use their own login to edit the proposal, including uploading proposal documents, entering Cover Sheet data and inputting budget information.

### **What does this mean for me as the PI?**

Please note that there are limitations to the OAU role requiring the PI to remain responsible for completing the application and being available during the submission process:

- Only the PI can create a Fastlane Proposal
- The PI must follow the process of creating and sharing the proposal “PIN” and “temporary proposal ID number” to the OAU. These two items are used by the OAU to gain access to the proposal being developed
- Only the PI can “release” the proposal to OSP to be submitted – **this is a crucial step, as OSP cannot submit the application if not released.**