



## Project Information

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<b>Program:</b> FRA	<b>Grant Start Date:</b>
<b>Project:</b>	<b>Grant End Date:</b>
<b>Award #:</b>	<b>Final Due Date:</b>
<b>Project Director:</b>	<b>Submit Date:</b>
	<b>Amount: \$ 0</b>

Review and edit project information and contact information for the project director. To change the name, phone or email of the project director, contact your program officer for assistance. Scroll down to select the languages, countries, disciplines and subject areas that apply to the project.

## Project Information

**\* Required fields**

### Project director:

**Title:**

**Street: \***

**City: \***

**State:**

**Country: \***

**Postal code: \***

**Phone:**

**Fax:**

**Email:**

**Web address:**

**Home institution: \***

**Project title: \***

**World area: \***

### U.S. Dept. of ED program officer:

Select all of the languages, countries, disciplines and subject areas that apply to the project.

**Note:** These items will be automatically updated when languages, countries and disciplines are added for the fellows. You do not need to enter them here.

(for multiple selections, hold down "ctrl" or "apple" key and click)

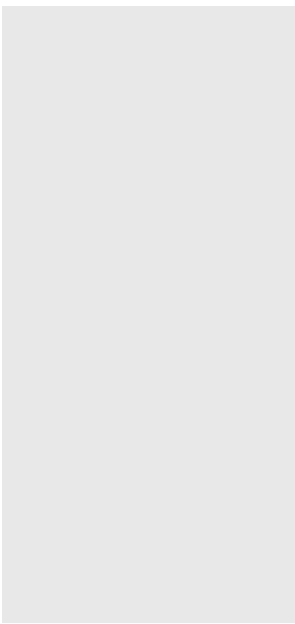
**Languages:**   
Abnron  
Achinese (Achenese)  
Acholi  
Afar  
Afrikaans  
Aja-Gbe

(Any languages already selected are displayed first.)

**Country(ies):**   
Afghanistan  
Albania  
Algeria  
American Samoa  
Andorra  
Angola

(Any countries already selected are displayed first.)

**Disciplines:**



Select all that apply

- Accounting
- Agriculture
- Anthropology
- Archaeology
- Architecture/urban and regional planning
- Area studies

(Any disciplines already selected are displayed first.)

**Subject areas:**

Select all that apply

- Area Studies
- Assessment and Testing
- Collaboration
- Dissemination
- Dissertation Research
- Distance Learning

(Any subject areas already selected are displayed first.)

Save



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**Amount:** \$ 0

To add a user with permission to edit reports for this project, enter the person's first name, last name and email address. The IEPS system will email login information to each added user.

To remove a user, clear the fields and click "Save."

### Additional Users

**\* Required fields**

First Name *	Last Name *	Title	Phone	Email *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Save



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## Fellow Administration

Prior to releasing any grant monies to a fellow, you must submit a **Grant Activation Request (GAR)** to IEPS and receive approval. The GAR must be submitted to IEPS at least **30 days prior** to the fellow's departure.

- To add a fellow, click the "Add a Fellow" button below.
- To send an email notification to a fellow indicating that his or her IEPS system account has been established, check the "Notify" box and click the "Notify Fellows" button. Fellows must have their spam filters set to allow email from [iepsHelpdesk@cbmiweb.com](mailto:iepsHelpdesk@cbmiweb.com).
- **The fellow must complete the pre-fellowship report and submit it before the Grant Activation Request can be entered.**
- The IEPS system will notify you by email when the fellow submits the pre-fellowship report.
- After the fellow submits the pre-fellowship report, click the "Create" link in the GAR column to initiate a request.
- Click the "Update" link in the GAR column to update an existing request.
- After entering a GAR, click the "Submit to IEPS" button at the bottom of the page to submit it to IEPS.
- The IEPS system will notify your program officer by email when the GAR is submitted.
- Once the GAR is approved or disapproved, the IEPS system will send you an email with additional information from your program officer.
- Once the GAR has been approved by IEPS, you will not be able to update it.
- To view or edit a fellow's record, click "Update."
- To remove a fellow's record, click "Delete."
- To view a fellow's report, click the "View" link under "Fellow Report."

Add a Fellow
Notify Fellows

Notify Fellow	Grant Activation Request (GAR)	GAR Status	Fellow Info	Name	Primary Research Country	Number of Trips	Fellow Notified?	Pre-Fellowship Report Submitted?	Final Report Submitted?	Fellow Report
€	<a href="#">View</a>	Approved	<a href="#">Update</a>   <a href="#">Delete</a>	Doe, Jane	Czech Republic	3	No	No	No	<a href="#">View</a>



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**Project:**  
**Award #:**  
**Project Director:**

**Grant Start Date:**  
**Grant End Date:**  
**Final Due Date:**  
**Submit Date:**  
**Amount:** \$ 0

Enter information for each fellowship awarded. This should be done as early as possible in the grant period.

### Add a Fellow

**\* Required Fields**

**Fellow name: \***    
First name Last name

**Email address: \***

**Fellowship start date: \***  (mm/dd/yyyy format)

**Fellowship end date: \***

**Fellow report due date: \***

**Fellow's Fulbright-Hays FRA budget: \*** \$

**World area: \***

**Number of trips: \***  (Fulbright-Hays FRA funds may only be used for one round trip.)

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**Grant End Date:**  
**Final Due Date:**  
**Submit Date:**  
**Amount:** \$ 0

For each fellow, complete and submit a Grant Activation Request to IEPS for approval. Once you have entered the request, click the "Submit to IEPS" button at the bottom of the page to submit the GAR. You may update the information on this page after you click the "Submit to IEPS" button until the GAR is approved by your program officer. If you need to make changes to an approved GAR, contact your program officer.

**Grant activation requests MUST be submitted to IEPS at least 30 days prior to departure.**

### Grant Activation Request

\* **Required fields**

**Fellow's name:**

	Research Countries	Duration of Stay in Months	Research Visa Status *	Visa Issued Date	Research Permission Status *	Research Permission Issue Date	Embassy Notification Date	Fulbright-Hays FRA Funds Requested (check one)
Primary *	Select one	<input type="text"/>	jn Issued jn NA	<input type="text"/>	jn Received jn NA	<input type="text"/>	<input type="text"/>	€
	Select one	<input type="text"/>	jn Issued jn NA	<input type="text"/>	jn Received jn NA	<input type="text"/>	<input type="text"/>	€
	Select one	<input type="text"/>	jn Issued jn NA	<input type="text"/>	jn Received jn NA	<input type="text"/>	<input type="text"/>	€
	Select one	<input type="text"/>	jn Issued jn NA	<input type="text"/>	jn Received jn NA	<input type="text"/>	<input type="text"/>	€
	Select one	<input type="text"/>	jn Issued jn NA	<input type="text"/>	jn Received jn NA	<input type="text"/>	<input type="text"/>	€
	Select one	<input type="text"/>	jn Issued jn NA	<input type="text"/>	jn Received jn NA	<input type="text"/>	<input type="text"/>	€
	Select one	<input type="text"/>	jn Issued jn NA	<input type="text"/>	jn Received jn NA	<input type="text"/>	<input type="text"/>	€

NA = Not Applicable      Enter all dates in mm/dd/yyyy format.

**Comments:** (limit 1,000 characters)

**Research Involving Human Subjects - IRB Approval**

**Required**

\* Exemption number  Approval date  (mm/dd/yyyy)

**OR**

\* Assurance of compliance number  Expedited review date

**Not required**

■ **Fellow's Departure Itinerary**

This is the itinerary for traveling to the host countries. **Enter the itinerary for which you are requesting Fulbright-Hays FRA funds.** The departure itinerary may be left blank if the fellow is already in-country.

Departure Date (mm/dd/yyyy)	From City	From State or Country	Arrival Date (mm/dd/yyyy)	To City	To State or Country	Airline/Flight Number

■ **Fellow's Return Itinerary**

This is the itinerary for traveling from the host countries. **Enter the itinerary for which you are requesting Fulbright-Hays FRA funds.**

Departure Date (mm/dd/yyyy)	From City	From State or Country	Arrival Date (mm/dd/yyyy)	To City	To State or Country	Airline/Flight Number



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**Amount:** \$ 0

Describe any activities that took place during the current reporting period which address the invitational priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the relevant invitational priorities, click [here](#).

### Invitational Priorities

**Required field**

(limit 4,000 characters)

Save

Save and Continue





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To change your password, enter your current password and the new password. Enter the new password again to confirm. Then click "Update."

## Update Password

**Current password:**

**New password:**

**Confirm password:**