

OMB # 0925-XXXX

Expiration Date: XX/XXXX


COLLECTION INSTRUCTIONS

The HBCU or small businesses will enter the following information:


- Profile information to set up a user account (account provisioning done by NIH SBPO staff and credentials provided to HBCUs or small businesses)
- Information about a grant they are interested in pursuing
- Information about a contract they are interested in pursuing
- OMB Number and expiration date displayed on the site
- Burden statement that is displayed on the site

User Account Provisioning

Log in screen (OMB Number and Expiration Date)



National Institutes of Health
Office of Management
Office of Acquisition and Logistics Management (OALM)

 Login

* You must check the check-box to indicate that you have read and agree to the NIH IT General Rules of Behavior to activate the Login.

I accept the NIH IT General Rules of Behavior.

User Name

Password

Login

[Trouble Logging In?](#)

NIH IT General Rules of Behavior

OMB# 0925-XXXX exp., date XX/XX/XXXX

These Rules hold users accountable for their actions and responsible for information security. They apply to local, network, and remote use of HHS/NIH information (in both electronic and physical forms) and information systems by all NIH users, including federal employees, contractors, and other system users.

I assert my understanding that:

- Information and system use must comply with HHS and NIH policies and standards, and with applicable laws.
- Use for other than official, assigned duties is subject to the HHS Policy for Personal Use of Information Technology Resources.
- Unauthorized access to information or information systems is prohibited.
- Users must prevent unauthorized disclosure or modification of sensitive information, including Personally Identifiable Information (PII).

I must:

General Security Practices

- Follow NIH security practices whether working at my primary workplace or remotely;
- Accept that I will be held accountable for my actions while accessing and using HHS/NIH information and information systems;
- Ensure that I have appropriate authorization to install and use software, including downloaded software on NIH systems and that before doing so I will

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Burden Statement (is at bottom of log in screen, clicking on OMB Number and Expiration Date on upper right of screen will go to Burden Statement)

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of employment; removal or debarment from work on Federal contracts or projects; and/or revocation of access to Federal information, information systems, and/or facilities and may also include civil and criminal penalties and/or imprisonment.

- I understand that exceptions to the NIH Rules must be authorized in writing by the NIH Chief Information Officer or his/her designee.
- I also understand that violation of laws, such as the Privacy Act of 1974, copyright law, and 18 USC 2071, which the Rules draw upon, can result in monetary fines and/or criminal charges that may result in imprisonment.

Burden Statement

- OMB Number: 0925-nnnn [Indicates Approval for HBCU site to Collect Information]
- OMB Number Expiration Date: [Expiration Date of Approval to Collect Information; Renewed Every 3-Years]

Public reporting burden for this collection of information is estimated to average 20 minutes per contract or grant entered, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. **An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.** Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-xxxx*). Do not return the completed form to this address.

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My Org Profile screen

Input organizational data to create a profile accessible to potential teaming partners and NIH staff.

User Contact Information

Name:

Title: HBCU/MBE Users

Contact Number:

Email Address:

[<](#) Previous User Next User [>](#)

DUNS #:

Address:

Carnegie Accreditation:

Core Capabilities

Primary Institutes or Centers

- National Cancer Institute
- National Library of Medicine

Teaming Partners

Programs of Interest

NAICS Codes

My Grants

Search for and record NIH grant opportunities that you intend to pursue or received notification regarding.

Attributes	Definition
Announcement Number	Funding Opportunity Announcement (FOA) number
Title	Title of the grant opportunity
Activity Category	Category that the activity code belongs to
Activity Code	A 3-character code used to identify a specific category of extramural research activity, applied to financial assistance mechanisms.
Application Type	Type of the grant application, e.g. New, Renewal, Revision.
Teaming	YES/NO question to indicate whether the grant has teaming partners.
Teaming Partner	A partnered HBCU/small business Institute or Center (IC) of the grant.
Grant Status	Current status of the grant, e.g. Interested, Intend to Apply, Not funded.
Start Date	Official date a grant award begins; same as the first day of the first budget period.
End Date	Official date a grant award ends; same as the last day of the last budget period.
IC	Institute or Center
Award Budget	The financial plan for the project or program that the Federal awarding agency or pass-through entity approves during the Federal award process or in subsequent amendments to the Federal award.

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Add My Grant

* Announcement Number

[Populate](#)

(*Placeholder: message to remind users that they can choose to populate or enter manually.)

* Title

* Activity Category

* Application Type

* Teaming

* Grant Status

Start Date

* Activity Code

* IC

Teaming Partner

Award Budget

End Date

* indicates this field is mandatory.

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My Contracts

Search for and record NIH contract opportunities that you intend to pursue or received notification regarding.

Attributes	Definition
Solicitation Number	Agency assigned notice number to be associated with the solicitation.
Title	Title of the contract opportunity
Notice Type	Type of the contract opportunity notice, such as Award, Combined Synopsis/Solicitation, Pre-solicitation.
Contract Type	Type of the contract, such as Cost No Fee, Cost Plus Award Fee, Cost Plus Fixed Fee.
Contract Vehicle	A contract vehicle is a streamlined method the government uses to buy goods and services.
IC	Institute or Center
Teaming	YES/NO question to indicate whether the grant has teaming partners.
Teaming Partner	A partnered HBCU/small business Institute or Center (IC) of the grant.
Contract Status	Current status of the contract, e.g. Interested, Intend to Apply, Did not win.
Contract Value	Total value of the contract.
Start Date	Official effective date of the contract.
End Date	Official completion date of the contract.

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Add My Contract

* Solicitation Number:

[Populate](#)

(*Placeholder: message to remind users that they can choose to populate or enter manually.)

* Title:

* Notice Type:

Contract Vehicle:

* Teaming:

* Contract Status:

Start Date:

Contract Type:

* IC:

Teaming Partner:

Contract Value:

End Date:

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
* indicates this field is mandatory.

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Dashboard

View upcoming events, recent NIH funding opportunities & updates from the NIH Small Business Program Office.

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Home / My Dashboard

Welcome to the HBCU Portal for Acquisition and Grants homepage!

Upcoming Events

Requested Assistance

Number	Type	Title	Last Comment	Last Comment Time	Status	Action
No Request for Assistance Information Found.						

Showing 0 to 0 of 0 entries [Previous](#) [Next](#)

Upcoming Opportunities [See All](#)

Type	Opportunity	Institute or Center (IC)	Close Date	Action
Grant	Pilot Projects Investigating Understudied G Protein-Coupled Receptors, Ion Channels, and Protein Kinases (R01 Clinical Trial Not Allowed)		Oct 29 2019	View Add
Grant	Service Network Hub for Cryoelectron Tomography (T32 - Clinical Trial Not Allowed)		Nov 13 2019	View Add
Grant	Service Centers for Cryoelectron Tomography (T32 - Clinical Trial Not Allowed)		Nov 13 2019	View Add
Grant	NIH Directors Early Independence Awards (R01 Clinical Trial Optional)		Sep 14 2019	View Add
Grant	NIH Directors Transformative Research Awards (R01 Clinical Trial Optional)		Sep 21 2019	View Add

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