

Grants.gov Information Sheet
NC State University
7/10/2008

- a. Principal Investigator does not register for Grants.Gov
- b. Adobe Reader 8.1.1 or PureEdge Viewer depending on opportunity
- c. Applicant Information:

Legal Name: NC State University
Department: Research Administration
Street1: 2701 Sullivan Dr.
Street2: Suite 240
City: Raleigh
State: NC
Zip Code: 27695-7514

Remember:

1. Do not use your Browser's Back Button.
2. Access Grants.gov through your Sponsor's on-line RFP.
3. Follow Sponsor Guidelines for Grants.Gov preparation very closely.
4. Call your College Office for assistance and further instruction.
5. Refer to SPARCS' Grants.Gov website for detailed instructions and pertinent information:

http://www.ncsu.edu/sparcs/grants_gov.html

- d. Person to be Contacted on matters involving this application

First Name: Matthew
Middle Name: K.
Last Name: Ronning
Phone #: 919-515-2444
Fax#: 919-515-7721
Email: sps@ncsu.edu

- e. Important NC State Numbers

Organizational DUNS Number: 042092122
Employer Id. (EIN) or (TIN): 566000756

Other organizational numbers may be requested. Refer to the following website for a list:

<http://www.ncsu.edu/sparcs/identnum.html>

- f. Authorized Representative

First Name: Matthew
Middle Name: K.
Last Name: Ronning
Position Title: Associate Vice Chancellor
Department: Research Administration
Street1: 2701 Sullivan Dr.
Street2: Suite 240
City: Raleigh
State: NC
Zip Code: 27695-7514

Your college may instruct you to use a different First, Middle, Last Name and Position title here.

Another Reminder:

Other than for the PI, always use the following e-mail address:

sps@ncsu.edu

- g. Once you've entered all other information and uploaded your application:
- h. Click "Check Package for Errors"
- i. Resolve any errors
- j. You do not click "Submit" – your college office will handle that step
- k. Upload the Grants.gov package (PDF or XFD file) into your PINS record.