Step 1#: Go to http://fastlane.nnsf.gov

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Step #2: Next, Click "Proposals, Award and Status"

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Award Search and Funding Trends	03/03/20 - Research.gov Expanded: Separately submitted collaborative proposals from multiple organizations now available! Click here for details.	
FastLane FAQs (Opens new Browser Window)	03/17/20 - REMINDER: NSF no longer supports proposal printing requests from panelists and reviewers; however, panelists and reviewers can still print proposals on their own via FastLane. Click here for details.	
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Step #3: Use the PI/Co-PI Login and click "Sign In To Fastlane/Research.gov"

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Step #4: Enter your NSF ID and Password

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Step #5: Click on the drop down "Prepare & Submit Proposals" and Select "Prepare Proposals in Fastlane"

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Step #6: Once logged in, click "Proposal Functions"



Step #7: Then, click "Proposal Preparation"

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Step #8: Next Click "Prepare Proposal"



Step #9: Then, Click "Create Blank Proposal"

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Step #10: Once on this screen, click "Go Back"



Step #11: Once here, select the proposal you are wanting to allow SPO Access for the particular proposal.

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Step #12: Ignore any errors that might come up if you haven't completed the entire proposal, then click "Proceed"



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Step #13: Click on "Go Allow AOR to view, edit and submit proposal" (OSPAR will not submit until we get the ok from the PI)



Step #14: Once you are on this screen, you can click "Ok"

