

NRS Reporting Instructions for Annual Results/“Progress Reports” (New System - Updated Fall 2023)

NIFA will not accept a result that doesn't exist, is in DRAFT status, or is in ORG REVIEW status.

Results must be in either NIFA REVIEW status, or APPROVED status, for NIFA to accept the result as completed.

Go to <https://nrs.nifa.usda.gov/portal>

-You will be re-directed to sign in with eAuthentication.

The screenshot shows the USDA eAuthentication login interface. At the top, it says "An official website of the United States government" with a link "Here's how you know". The USDA logo and "eAuthentication U.S. DEPARTMENT OF AGRICULTURE" are on the left, and the "eAuth" logo is on the right. A navigation bar includes "HOME", "CREATE ACCOUNT", "MANAGE ACCOUNT", and a partially visible "H". The main content area is titled "Login" and prompts the user to "Select your user type to continue". There are three user type options, each with a red box around it and a red arrow pointing to it from a yellow callout box. The callout box contains the text: "You may click on the box titled 'Remember my user type' to bypass this screen in the future. Otherwise always click on the Customer option." The first option is "Remember my user type" with an unchecked checkbox. The second option is "Customer" with a group icon and the description "Public citizens conducting business with USDA Agencies". The third option is "USDA Employee/Contractor" with the USDA logo and the description "Federal employees and contractors working for USDA". The fourth option is "Other Federal Employee/Contractor" with a government building icon and the description "Non-USDA federal agency employees and contractors".

An official website of the United States government [Here's how you know](#)

USDA eAuthentication
U.S. DEPARTMENT OF AGRICULTURE

HOME | CREATE ACCOUNT | MANAGE ACCOUNT | H

Login

Select your user type to continue

☐ Remember my user type

Customer
Public citizens conducting business with USDA Agencies

USDA Employee/Contractor
Federal employees and contractors working for USDA

Other Federal Employee/Contractor
Non-USDA federal agency employees and contractors

You may click on the box titled "Remember my user type" to bypass this screen in the future. Otherwise always click on the Customer option.



You will need to use an email address that has eAuthentication in order to access, add, or edit your project in NRS. Currently there are 2 options to login into NRS (see below). All new accounts created after 9/11/2023 are required to create a Login.gov account first and then link that account to eAuth. If you established eAuthentication prior to 9/11/2023 you may choose the 2nd option. USDA NIFA has not announced a date but eventually a Login.gov account will be required for all...in order to access NRS.

If you have eAuth through Login.gov select the 1st option. After you successfully log into NRS, with your Login.gov account for the first time, you will be required to use this method every time going forward. The second option will no longer be available.



Customer Login



[Need an account?](#)

Not a Customer? [Change user type](#)

Select an option to continue



Login.gov

Enter Login.gov User ID and Password



eAuth User ID

Enter User ID and Password

User ID

[Forgot User ID](#)

Enter your eAuthenticated Email Address

Password

[Forgot Password](#)

Enter your eAuthenticated Password

☐ Show Password

Log In

If you established an eAuthentication account prior to 9/11/2023 select the "eAuth User ID" option. The user ID is the email address associated with your eAuth account. If you forgot your password click on the "Forgot Password" link to reset it.

-Upon sign-in, click on “Projects & Programs”.

NIFA REPORTING SYSTEM

DASHBOARD | CRITICAL ISSUES | **PROJECTS & PROGRAMS** | USER MANAGEMENT | ANNUAL REPORT | PLAN OF WORK

Dashboard

Critical Issues

Plan of Work (POW)

Annual Reports

Projects & Programs

Click on either of the Projects & Programs options shown. If you see an "Add" button in the lower box do not click because a new project will be created. Please only click on the "View" button.

Enter your name in “Project Director” and Click “Search”

USER MANAGEMENT | ANNUAL REPORT | PLAN OF WORK

Projects & Programs ADD PROJECT / PROGRAM

Overview Results

Start typing your name into the Project Director/Initiator search box.

Project Number Prefix
☐ TEX0

View Fiscal Year
 Q

Project Director/Initiator
 Q

Critical Issue
☐ Closing Out Projects/Programs

Projects/Programs with Archived

Export All

Sort By
Last Updated: Most Recent

Status	Project Director	Funding	Term Length	Last Updated
NIFA REVIEW		Research Capacity Fund (Hatch)	12/18/2023 - 12/17/2028	2:02:56 PM
ORG REVIEW		McIntire-Stennis	01/04/2024 - 01/03/2029	1:57:29 PM

Development and Implementation of Alternative Pest...

The controls of carbon allocation and retention in the...

Click on the title (in blue font) of the project you want to go to. This will take you to the project page.

Click on the project's title. The following screen will appear.
Click the down arrow as highlighted below.

Back to Projects & Programs Overview

Click on the blue chevron to expand the results section

PRINT PROJECT

VIEW CHANGE LOG

MANAGE PROJECT

Texas A&M University

Approved as of

Project Director

Performing Department

Org Project Number

Code Name

Prefix Number

0910

TEX0

Results

Amount

Fiscal Year(s)

2

2022 - 2021

Funding Source

Primary Critical Issue

Start Date

End Date

Accession Number

Submitted Date

Approval Date

DUNS/UEI

Not Provided

Click "ADD RESULT"

Results

Results

Status

APPROVED

Fiscal Year

2022

View Details

Results

Status

APPROVED

Fiscal Year

2021

View Details

ADD RESULT

Click on the "ADD RESULT" button to add a result on the project that is selected

This section will show any past results where a result was saved, at minimum in a DRAFT status. The status of each report in NRS is indicated under the "Status" column.

Clicking on the view details will display the information previously entered for that result

The following screen appears.

The screenshot shows a web form titled "Add Result" in a red-bordered box. The form is divided into three main sections: "Organization", "To Project / Program", and "Primary Critical Issue". Below these is a checkbox labeled "Nothing Significant to Report". Further down is a "Title" section with a text input field (annotated with a yellow box and red arrow) and a "Fiscal Year" section with a dropdown menu (also annotated with a yellow box and red arrow). At the bottom, there is a text area for a 2-3 sentence description. A red arrow points from the "Title" input field to the "Nothing Significant to Report" checkbox. Another red arrow points from the "Fiscal Year" dropdown to the "Nothing Significant to Report" checkbox. A third red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A fourth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A fifth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A sixth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A seventh red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. An eighth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A ninth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A tenth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A eleventh red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A twelfth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A thirteenth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A fourteenth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A fifteenth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A sixteenth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. 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A ninety-seventh red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A ninety-eighth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A ninety-ninth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label. A hundredth red arrow points from the "Fiscal Year" dropdown to the "Fiscal Year" label.

Add Result

Organization
Texas

To Project / Program

Primary Critical Issue

Enter the title for your results. The title entered should accurately reflect the overall meaning and contents of the progress report.

Nothing Significant to Report

Title

0 / 175

Fiscal Year

Select...

To submit a Final Result for this project or program, select the "Add Final Result" button. This button will appear 60 days prior to the project or program end date.

In 2-3 sentences, briefly describe the issue or problem that your project addresses.

Give your results a title – per NIFA most effective titles are titles that are descriptive and briefly capture the significance of the results.

Select the appropriate Fiscal Year.

Answer the 4 following statements:

1. In 2-3 sentences, briefly describe the issue or problem that your project addresses.
2. Briefly describe in non-technical terms how your major activities helped you achieve, or make significant progress toward, the goals and objectives described in your non-technical summary.
3. Briefly describe how your target audience benefited from your project's activities.
4. Briefly describe how the broader public benefited from your project's activities.

In 2-3 sentences, briefly describe the issue or problem that your project addresses.

Briefly describe in non-technical terms how your major activities helped you achieve, or make significant progress toward, the goals and objectives described in your non-technical summary.

Briefly describe how your target audience benefited from your project's activities.

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B *I* ~~S~~ | I_x | ☰ ☷ ☶ ☵ ☴ ☳ ☲ ☱ | Styles | Format | ?

Briefly describe how your target audience benefited from your project's activities.

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Briefly describe how the broader public benefited from your project's activities.

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Briefly describe how the broader public benefited from your project's activities.

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Comments (optional)

Describe and explain any major changes or problems encountered in approach. Additionally, note opportunities for training and professional development provided, how results have been disseminated to communities of interest, and any new details regarding what the project or program plans to do during the next reporting period to accomplish the goals.

Rich text editor toolbar with icons for undo, redo, bold, italic, strikethrough, link, unlink, list, indent, outdent, quote, styles, format, and help. The text "Source" is also visible.

Comments are Optional

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Comments (optional)

Describe and explain any major changes or problems encountered in approach. Additionally, note opportunities for training and professional development provided, how results have been disseminated to communities of interest, and any new details regarding what the project or program plans to do during the next reporting period to accomplish the goals.

Rich text editor toolbar with icons for undo, redo, bold, italic, strikethrough, link, unlink, list, indent, outdent, quote, styles, format, and help. The text "Source" is also visible.

Click SAVE AND CONTINUE once you are done entering your responses to the 4 required sections listed above

0 / 8000

CANCEL

SAVE AND CONTINUE

NOTE: If you check “Nothing Significant to Report” – COMMENTS BECOME REQUIRED.

Add Result

Organization	To Project / Program	Primary Critical Issue
Texas A&M University	<div>If this project was recently approved, or it's truly accurate that there's not enough information to report in the reporting period, you may click on the box to indicate "Nothing Significant to Report". However, clicking this box will require you to enter comments in the Comments section shown below.</div>	

☒ Nothing Significant to Report

Title

Nothing Significant to Report

29 / 175

Fiscal Year

Select...

To submit a Final Result for this project or program, select the "Add Final Result" button. This button will appear 60 days prior to the project or program end date.

Comments

Describe and explain any major changes or problems encountered in approach. Additionally, note opportunities for training and professional development provided, how results have been disseminated to communities of interest, and any new details regarding what the project or program plans to do during the next reporting period to accomplish the goals.

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Styles

Format

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Click SAVE AND CONTINUE once you are done entering your comments

CANCEL

SAVE AND CONTINUE

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[Additional Resources](#)

[Back to Project/Program](#)

Add Result

Organization	To Project / Program	Primary Critical Issue
Texas A&M University		

☐ Nothing Significant to Report

Title













































0 / 175

Fiscal Year

Select...

To submit a Final Result for this project or program, select the "Add Final Result" button. This button will appear 60 days prior to the project or program end date.

In 2-3 sentences, briefly describe the issue or problem that your project addresses.


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Once you've added your additional information, click "Submit for Organizational Review"

Note: "Save & Continue" only appears when a change has been made to the project in Draft. If no changes are made, you will only see "Submit for Organizational Review".

If a change is made, you can select "Save & Continue" to come back to your work later in Draft OR "Submit for Organizational Review".

A result can be edited anytime the result is in one of the following statuses:

- DRAFT
- Submitted to ORGANIZATIONAL REVIEW or
- Submitted to NIFA REVIEW (If the result is in NIFA REVIEW status, you must notify Project Records ASAP, before NIFA Approves the result).

If a result has already been approved by NIFA, and you wish to make changes to that result after NIFA approval, you will need to reach out to USDA NIFA or Projects Records to request that the result gets retracted.

How to edit results in NRS:

Results

[Redacted Title]	Status DRAFT	Fiscal Year 2023	View Details
[Redacted Title]	Status ORG REVIEW	Fiscal Year 2023	View Details

[ADD RESULT](#)

To edit a result go to the project page and expand the results section. Locate the result you want to edit and then click "View Details"

Status:

Project Director

Organization Project Number

TEX0

Accession Number

Start & End Date

10/26/2022 - 09/30/2027

Organization

Texas A&M University

To Project / Program

Primary Critical Issue

Fiscal Year

2023

In 2-3 sentences, briefly describe the issue or problem that your project addresses.

Briefly describe in non-technical terms how your major activities helped you achieve, or make significant progress toward, the goals and objectives described in your non-technical summary.

Click on the EDIT option to access the result you want to edit. The result will automatically go back into DRAFT status if any changes are made and then saved.

Once all entries and/or edits have been made, make sure to click the button below that says SUBMIT FOR ORGANIZATIONAL REVIEW

Briefly describe how your target audience benefited from your project's activities.

REMOVE

EDIT

PRINT

RETURN

SUBMIT FOR ORGANIZATIONAL REVIEW

Click “Save & Continue” then “Submit for Organizational Review”

Last step! Email Chad at chad.houston@ag.tamu.edu that you've submitted your Progress Report/“Results”.

Flow Chart for Submitting Results in NRS

