

Egrants Security Roles Quick Start Guide Initial External User Set-Up

To provide as much flexibility as possible to applicant organizations, security within the Egrants system is role-based. Roles are requested for each individual when the User Registration Request Form is completed and submitted to LCLE.

This guide will provide a quick reference of definitions for the Egrants security roles to be assigned for each person who will need access to Egrants while conducting project management. These roles define the types of clearance an individual will need to be able to utilize Egrants beginning with the application process through the project finalization, including those who may need only access to view subgrants for their organization.

There are six security roles available to applicant organizations and individual users may have any combination (including all) of these roles. Organizations may choose to assign roles on a project-by-project basis, or they may assign roles to a user for all of the organization's projects.¹

ROLE	DESCRIPTION
Program Reader	Read-Only access to: Programmatic Data within a project. Includes all summary project data (basic project and applicant information), narrative sections not specifically associated with the budget, all sections devoted to performance measurement. Examples include, but not limited to: Problem Description, Project Description and Performance Measurement.
Program Creator	Read/Write access to: Programmatic Data within a project. Includes all summary project data (basic project and applicant information), narrative sections not specifically associated with the budget, all sections devoted to performance measurement. Examples include, but not limited to: Problem Description, Project Description and Performance Measurements. Submits program reports.
Financial Reader	Read-Only access to: Financial Data within a project including all summary project data (basic project and applicant information), budget sections and line items and some contractual sections.
Financial Creator	Read/Write access to: Financial Data within a project including all summary project data (basic project and applicant information), budget sections and line items and some contractual sections. Submits fiscal reports.
Submission	SUBMIT applications, modifications, and continuations. A user without this role may work on a project, but will not be able to submit it to LCLE. Similarly, if a project were returned to the applicant for revisions, only users with this role could re-submit the revised project. This role can allow an organization, particularly a larger one, to enforce some level of review over the data to be submitted to LCLE.
User Manager	LCLE has not implemented this role.

¹Users do not have to be employees of an organization to receive access. If an applicant organization is working on a project with another organization the applicant organization's head official can grant access to that project to a member of the other organization provided that person has registered in the Egrants system.