

eSeaGrant User Guidelines

The login screen is the homepage of eSeaGrant (<http://www.nyseagrant.org/eseagrant>). All preproposals, proposals, and fellowship applications must be submitted through eSeaGrant, New York Sea Grant's online application system.



Login

Create Account

Please login or create an account to manage your profile, applications and reports.

Need help or have a question? Please contact Lane Smith at lane.smith@stonybrook.edu.

Registering a new account on eSeaGrant takes only a few minutes but requires an active email account and a cell phone number. Please follow the step-by-step instructions to complete your registration.

Step 1: Access eSeaGrant

Visit the eSeaGrant portal:

<https://eseagrant.seagrant.stonybrook.edu/>

- You will be taken to the eSeaGrant landing page.
- From there, you can log in or create a new account.

Step 2: Create an eSeaGrant Account (New Users)

- Select “*Create an Account*” on the eSeaGrant login page.
- Fill out your name and affiliation, click the “I’m not a robot” box, and click Next.

Step 3: Log In and Select the Correct Funding Opportunity

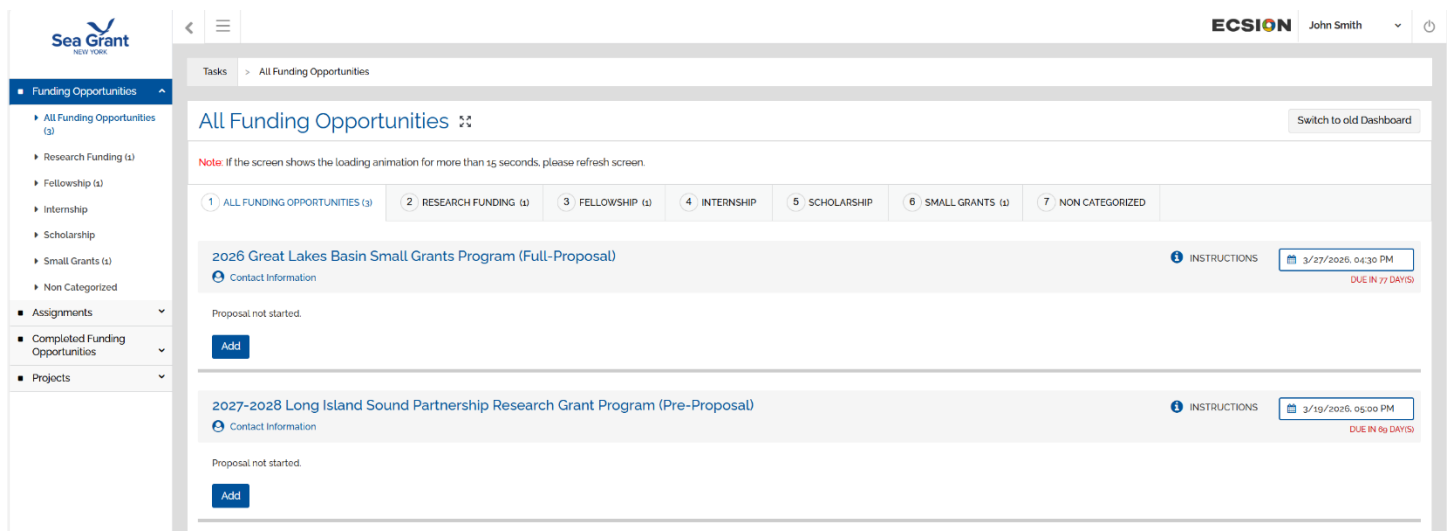
- Enter your email address and click the send code button.
- After submitting email address, you will receive an account verification email.

Important: The verification email may be routed to your junk or spam folder. If you do not see the message in your inbox within a few minutes, please check your junk/spam folder.

- Enter the code from the email
- Now enter your phone number and click on the “*Send Verification Code*” button.
- Enter the code sent to your phone and click next.
- Now set your password. Password must contain at least ten characters, one uppercase letter, one lowercase letter, one number and one special character (allowed characters are: !@#\$%^&* and not allowed characters are: ., _ - + = () { } [] ? < >).
- Click on “*Create Account*”. Then click “*Done*”. You’ll return to the landing page.

Step 3: Log In and Select the Correct Funding Opportunity

- Use the credentials you just created to log in.
- Once logged in you will be taken to the “*All Funding Opportunities*” page.
- Look for the opportunity you want under the “*All Funding Opportunities*” tab or one of the other tabs corresponding to the opportunity you want (e.g., Research Funding, Fellowship, etc.).
- Click “*Add*” under the opportunity to begin your proposal.



Be sure to select the correct funding opportunity, as multiple Sea Grant funding opportunities or competitions may be listed.

- Enter a title for your proposal and click “Continue”.

Step 4: Complete and Submit Your Proposal

- You will then be brought to the submission itinerary.
- Follow the steps in the left column to complete your submission or application.
- Navigate through the application by clicking on the “<<Previous Next>>” buttons at the top right section of the application or by directly clicking on the tab located on the navigation pane.
- Check the “Mark as complete” box as you complete each step. Then click next.
- The number of steps varies depending upon the specific opportunity.
- Sometimes you fill out application information on forms in several steps.
- Sometimes you provide the information in a document that is uploaded.
- Once you have completed all the steps and/or uploaded your document(s), the last step is the “Submission Preview” step.
- Verify that you have completed all the required steps and provided all the required information for the opportunity. Then click the “Submit” button on the upper right. The status will change to “Submitted” and you will receive a confirmation email.

- Congratulations, you're done!

ECSION
John Smith

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[Proposals & Applications](#) > [Submission Preview](#)

RFP Call: 2027-2028 Long Island Sound Partnership Research Grant Program

Proposal Title: Title of my most excellent research project ✎

[Instructions](#)
[Manage Collaborators](#)
[Context ▾](#)

Submission Preview 📄

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PDF this page

Download Proposal Docs Zip

The information below will be submitted to NY Sea Grant as your Proposal when you click the "Submit" button. You will be able to edit and re-submit your Proposal up until the deadline, at which time the system will shut-down. Upon submission, you will also receive an email confirming your submission.

To complete your submission:

- PLEASE VERIFY THAT YOUR PROPOSAL IS COMPLETE AND ACCURATE
- CLICK THE 'SUBMIT' BUTTON

PROPOSAL SUBMISSION PREVIEW

Smith, John

Title of my most excellent research project

2027-2028 Long Island Sound Partnership Research Grant Program

01/05/2026 - 11/02/2026

Not Submitted

Project Initiation: 01/05/2026

Project Completion: 11/02/2026

[2027-2028 Long Island Sound Partnership Research Grant Program - Preproposals](#)

Notes:

- Before beginning your application, please thoroughly review the RFP or opportunity announcement.
- Applications may be saved and worked on later. REMEMBER to press the “Save” button (on the lower right) after each section, otherwise you will lose your progress. When you return select “Edit” to complete working on your application.