

Grants.gov FIND Data Elements/Format

| Data element | Description | Is agency input required? |
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| Federal agency user identification | User ID of Federal agency representative who is authorized to post information to the FedGrants.gov site. | One entry required |
| Federal agency user password | Password of Federal agency representative who is authorized to post information in the FedGrants.gov site. | One entry required |
| Announcement type | Type of announcement to which the synopsis relates: Initial announcement Modification to previously issued announcement | One entry required Modification requires date and only changes made to the initial announcement. |
| Funding opportunity title | The Federal agency's title for the funding opportunity (including program subcomponent names, as the agency deems appropriate). | One entry required |
| Funding opportunity number | The number, if any that the Federal agency assigns to the announcement. For a modification of a previously issued announcement, use the funding opportunity number of the earlier announcement. | Optional for initial announcement, if a number is not assigned, FedGrants.gov will assign one. Agency input is required for modification. |
| Catalog of Federal Domestic Assistance (CFDA) number | Number(s) of the CFDA listing(s) for program(s) included in the announcement (e.g., 12.300). | At least one entry required (may list more than one) if the Federal agency is subject to the requirement in 31 U.S.C. chapter 61, to report to the CFDA. Federal agencies that have programs not listed in the CFDA, may arrange with FedGrants.gov to insert an alternative number that will allow listing of the funding opportunity. |
| Federal agency name | Name of the Federal organization responsible for the announcement, including agency name and as applicable, specific subcomponent (e.g., department, bureau, directorate, or division). | Optional. If an office name is not provided, FedGrants.gov will insert the office name provided when the agency initially registered and obtained a user ID and password. |
| Federal agency contact for electronic access problems | Should list name of person (e.g., webmaster) to whom potential applicants should refer questions if they cannot link from FedGrants.gov to the full announcement (this person is distinct from the programmatic and other agency contacts who are listed in the full announcement). | At least one entry required. May list more than one. |

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| E-mail address for Federal agency contact for electronic access problems | E-mail address of Federal agency contact who can help with electronic access problems. | Required. May list only one. |
| Telephone number for Federal agency contact for electronic access problems. | Telephone number of Federal agency contact who can help with electronic access problems. | Required. May list only one. |
| Funding opportunity description | A concise description of the funding opportunity , designed to contain sufficient information for potential applicants to decide whether they are interested enough to read the full announcement. | Required. |
| Funding instrument type | Types of instruments that may be awarded (codes proved for system-to-system interface): Grant (G) Cooperative Agreement (CA) Procurement Contract (PC) Other (O) Note that if your announcement states that you may award procurement contracts, as well as assistance instruments, the announcement must be posted to both the procurement and assistance modules of Grants.gov FIND. | Required. Select all that apply (up to 4 codes). |

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| Category of funding activity | <p>Designed to allow potential applicants to narrow their search to programs in the CFDA categories of interest to them. Note that the terms are defined in the CFDA. List all categories that apply (codes provided for system-to-system interface):</p> <ul style="list-style-type: none"> Agriculture (AG) Arts (AR–see “Cultural Affairs” in CFDA) Business and Commerce (BC) Community Development (CD) Consumer Protection (CP) Disaster Prevention and Relief (DPR) Education (ED) Employment, Labor and Training (ELT) Energy (EN) Environment (ENV) Food and Nutrition (FN) Health (HL) Housing (HO) Humanities (HU–see “Cultural Affairs” in CFDA) Income Security and Social Services (ISS) Information and Statistics (IS) Law, Justice and Legal Services (LJL) Natural Resources (NR) Regional Development (RD) Science and Technology and other Research and Development (ST) Transportation (T) Other (O–see text field entitle “Explanation of other category of funding activity” for clarification.) | At least one entry required and may list as many as needed. There is no default value. If the category of funding activity does not clearly fit in any listed category, must select, “Other.” |
| Explanation of “other” category of funding activity | A text description of “Other” category or categories of funding activity applicable to the funding opportunity. | Required if an agency selects “other” as a category of funding activity, either by itself or in combination with one or more other categories. |
| Estimated total program funding | The total amount of funding the agency expects to make available for awards under this announcement. | Optional. Default, if agency does not provide input, is “not available.” However, agencies should provide this information whenever possible. |
| Expected number of awards | The number of individual awards the agency expects to make under this announcement. | Optional. Default, if agency provides no input, is “not available.” However, agencies are strongly encouraged to provide this information whenever possible. |
| Ceiling, if any, on amount of individual award. | The maximum dollar amount for an individual award under this announcement that the awarding agency will not exceed. | Required. Enter a number or “none.” |

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| Floor, if any, on amount of individual award | Any minimum dollar amount for an individual award under this announcement (i.e., if the awarding agency will not make smaller awards under any circumstances). | Required. Enter a number or "none." |
| How to get full announcement | Hypertext stating where to get the full announcement, if it is available on the Internet. This field should include the descriptor that precedes the URL for the full announcement (e.g., "Click on the following link to see the full text of the announcement for this funding opportunity.") | Required |
| Electronic link to full announcement | The URL for the full announcement, unless the announcement is uploaded in Grants.gov FIND. | Agency input is optional because there will be no URL if the agency uploads the announcement in Grants.gov FIND and does not also post it on the Internet. |

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| Eligible applicants | <p>Designed to help potential applicants narrow their searches to programs where they are most likely to be eligible, although they still must read the full announcement for details because eligibility may be further limited to certain subsets of applicants within categories below (codes provided for system-to-system interface). 99-Unrestricted (i.e., open to any type of entity below), subject to any exceptions listed in the text field entitled "Additional information on eligibility."</p> <p>Government Codes: 00-State governments 01-County governments 02-City or township governments 04-Special district governments 05-Independent school districts 06-State controlled institutions of higher education 07-Native American tribal governments (Federally recognized) 08-Public Housing Authorities/Indian housing authorities</p> <p>Non-Government organizations: 11-Native American tribal organizations (other than Federally recognized tribal governments) 12-Nonprofits with 501(c)(3) IRS status, other than institutions of higher education. 13-Nonprofits without 501(c)(3) IRS status, other than institutions of higher education 20-Private institutions of higher education 21-Individuals 22-For-profit organizations other than small businesses 23-Small businesses</p> <p>25-Others (see text field entitled "Additional information on eligibility" for clarification.)</p> | Required to either select "99" for unrestricted or select all others that apply. |
| Additional information on eligibility | Explanatory information to provide any needed clarification of the meaning of "unrestricted" (e.g., all but foreign entities) to identify types of recipients meant by "all others," or to provide further information about limitations for any other categories (e.g., for categories 6 and 20, a limitation to historically Black colleges and universities). | Required if agency selects either category 25 or category 99 in "eligible applicants" field. If agency selects category 99 and there are not further limitations, enter "no restrictions." Optional for additional information related to any category other than 99 or 25. |
| Cost sharing or matching requirement | Answer to question: Is cost sharing or matching required? (Y or N). | Required |

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| Due date for applications | Date when applications are due (or latest date when applications accepted, if announcement has multiple due dates or is a general announcement that is open for a specified period with applications accepted at any time during that period). Note: This field is to contain the date when pre-applications, rather than applications, are due if an applicant must submit a pre-application to be considered for an award. | Required, if Explanation of application due dates" field is not completed. Optional otherwise. |
| Explanation of application due dates | Used by agencies wanting to post more information about due date(s) for potential applicants. For example, the field may be used to describe programs with multiple due dates or ones where applications are accepted at any point within a broad time window. The field also may be used to add information about the time when applications are due (e.g., 5 p.m. EDT on the date given in the "Due date for applications" field). | Optional (note "Due date for applications" field is required if this "Explanation of application due dates" text field is not completed). |
| Date of Grants.gov FIND posting | Month, day, and year when the agency wants the synopsis posted on Grants.gov FIND (e.g., some agencies may build in delays to allow announcements to appear first in the Federal Register or at agencies Internet site. Format is MMDDCCYY. | Required |
| Date for Grants.gov FIND to archive | Month, day and year when the agency wants the synopsis archived. Format is MMDDCCYY. | Optional. Default, if agency provides no input, is 30 days after the date given in the "Due date for applications" field. |