

FIND. APPLY. SUCCEED.SM



Managed by the U.S. Department of Health and Human Services Fulfilling the President's Management Agenda

Grants.gov provides robust functionality for the grant community

- Find Grant Opportunities allows users to:
 - Search for available grant opportunities
 - Register to receive notification of grant opportunities
- Apply for Grants allows users to:
 - Search for and download application packages
 - Complete application packages offline
 - Submit completed application packages
 - Track the status of submitted applications



Preparing to Apply via Grants.gov:

- Preparing to Apply for grants via Grants.gov opportunities is a 3-step process
 - Registering organization with Central Contractor Registry (CCR) (one time)
 - Being individually authenticated through the Grants.gov Credential Provider (one time)
 - Logging in to Grants.gov as a verified member

Grants.gov registration/authentication processes—allow 7-14 days!

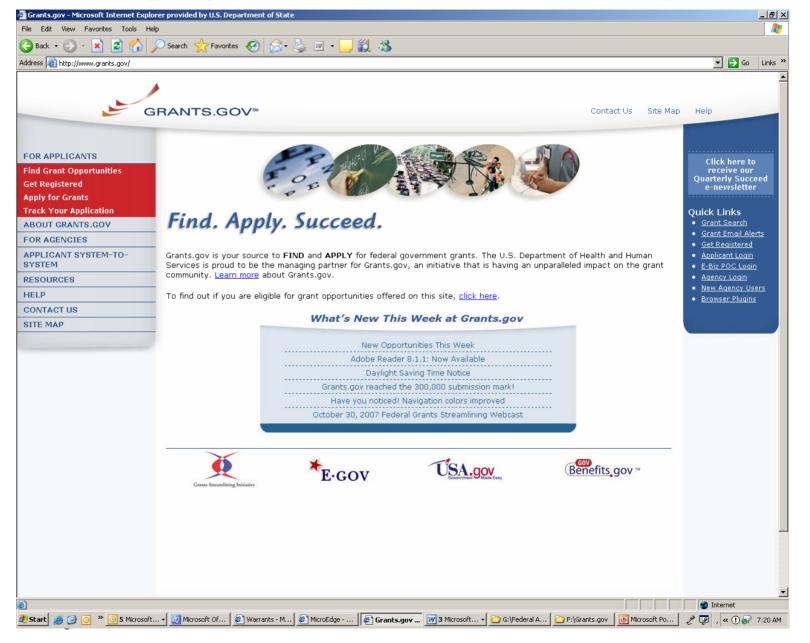


All Steps in "Getting Started" Must be FINISHED prior to submitting an initial application!!

- Register organization with the Central Contractor Registry (CCR) (1-888-227-2423)
 - Organization needs to identify its DUNS Number before it can register for the CCR: DUNS Assistance (1-866-705-5711)
 - Designate an E-Biz Point of Contact (POC) and a MPIN in the organization's CCR profile
- Register with the Credential Provider to receive username and password.
- Register with Grants.gov as an AOR, Authorized Official Representative. The E-Biz POC will be notified by email and goes to Grants.gov to grant the AOR access.
- Download PureEdge Viewer (or Adobe 8.1.1) to open application forms - This free program allows you to access, complete and submit applications electronically and securely.



Homepage

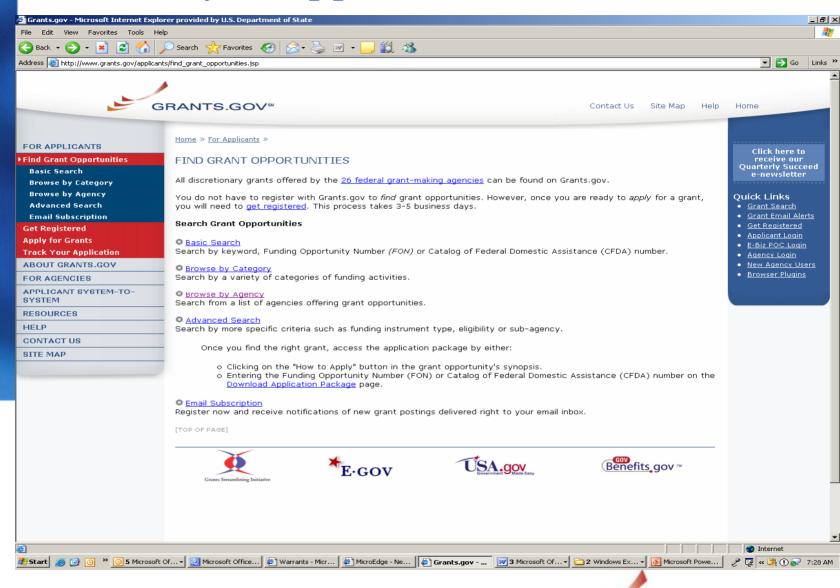


Registration Checklists

- I have my organization's DUNS Number.
- My organization is registered with CCR.
 - I know my E-Business POC.
- I have registered with ORC, the Grants.gov Credential Service Provider (CSP).
- I have used my Username and Password to register with Grants.gov.
 - I have obtained authorization from my organization's E-Business POC.
 - I have secure access to Grants.gov and I'm ready to begin

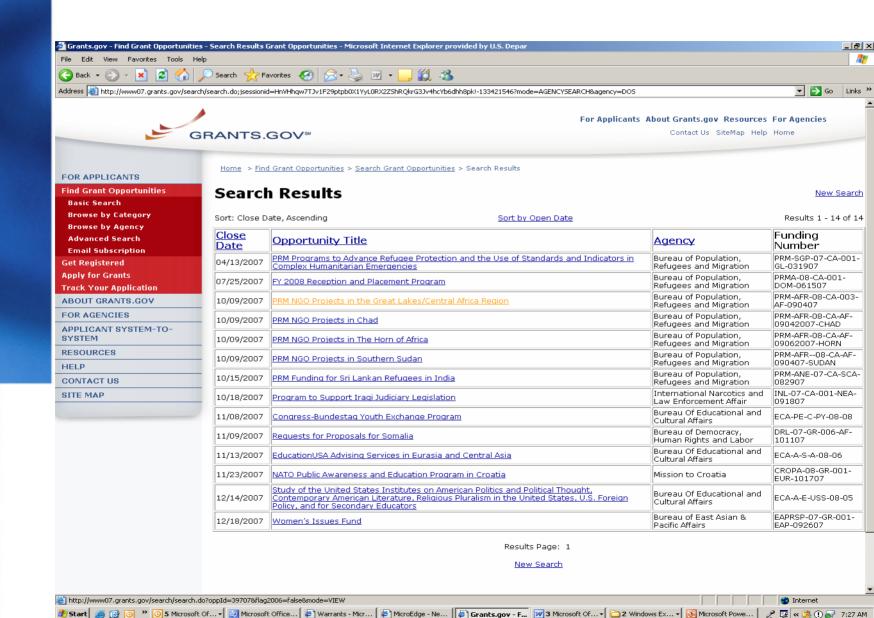


Search for Opportunities



GRANTS.GO\

Search Results



Download Application Package



For Grantors Applicants EBiz About Us Resources Privacy FAQs Site Map (HELP)

Started

Find Grant Opportunities Apply For

Customer Support

lication download

Download Application Package Complete Application Package Application Package Home > Apply for Grants > Forms & Applications > Selected Grant Applications for Download

Selected Grant **Applications for Download**

Download the application and its instructions by selecting the corresponding download link. Save these files to your computer for future reference and use. You do not need Internet access to read the instructions or to complete the application once you save them to your computer.

Before you can view and complete an application package, you must have the PureEdge viewer installed. Click Here to download the PureEdge Viewer if you do not have it installed already.

Below is a list of the application(s) currently available for the CFDA and/or Funding Opportunity Number that you entered.

To download the application instructions or package, click the corresponding download link. You will then be able to save the files on your computer for future reference and use

CFDA	Opportunity Number	Competition ID	Agency	Instructions	App
10.902	USDA-GRANTS- 121803-001		Natural Resources Conservation Service	download	
					_



Example of Application Form

		Powi	ERED			
Close Form	n					
APPLICATION FOR				Version 9	3/03	
FEDERAL ASSISTAN	ICE	2. DATE SUBMITTED		Applicant Identifier		
1. TYPE OF SUBMISSION:		3. DATE RECEIVED BY STATE		State Application Identifier	_	
Application Preapplication		11				
Construction	Construction	4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier		
Non-Construction Non-Construction						
5. APPLICANT INFORMATION		•	Organizational Unit:			
* Legal Name:			Department:			
* Organizational DUNS:			Division:	ivision:		
Address:			Name and telephone number of person to be contacted on matters involving			
* Street1:			this application (give area code)			
Street2:			Prefix: ▼ * First Name:			
* City:	County		Middle Name:			
		. [* Last Name:			
* State: ▼ * Zip 0	Code: * Cou	ntry USA ▼	Suffix: Email:			
6. * EMPLOYER IDENTIFICATIO	ON NUMBER (EIN):		* Phone Number (give area code) Fax Number (give area code)			
-						
B. TYPE OF APPLICATION:			7. * TYPE OF APPLICANT: Select Applicant Type Code ▼			
NewContinuati	on 🔾 Revision		Other (specify)			
lf Revision, enter appropriate letter	(s) in box(es)					
A. Increase Award B. Decrease Awar	rd C. Increase Duration		9. * NAME OF FEDERAL AGENCY:			
D. Decrease Duration Other (specify):			Natural Resources Conservation Service			
0. CATALOG OF FEDERAL DO		10.902	11. * DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:			
TITLE: Soil and Water Conservatio	n				~	

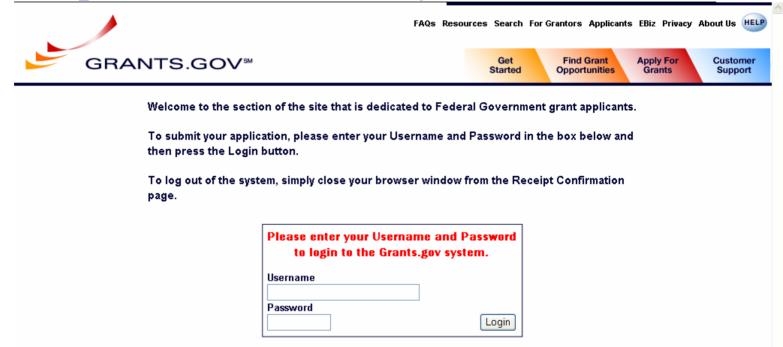


Naming Convention

- Please use the following naming convention for your attachments.
 - Technical Proposal submit as "Tech Prop for (brief title of your proposal)"
 - -Appendices submit as "Appendices for (brief title of your proposal)"
 - Those submitting multiple applications per funding opportunity should ensure that each has a unique name



Login Screen – Authorized Official Representatives Only!



Enter the username and password used with Credential Provider and with Grants.gov



Confirmation Screen



- •Grants.gov recommends you print this Confirmation screen.
- You will receive an application submission confirmation email after the application has been properly uploaded.
- This email will give you a Grants.gov tracking number which you will need to check the application's status.

GRANTS.GO\

Grants.gov provides user support

- Online user support
 - Context-Sensitive Help
 - Online Tutorial
 - Frequently Asked Questions (FAQs)
 - User Guide
 - Quick Reference
- Contact Center support is available at:1-800-518-4726. Hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. Eastern Standard Time
- You MUST get a trouble ticket for us to help you



Some useful links...

- Catalogue of Federal Domestic Assistance (CFDA)):http://12.46.245.173/cfda/cfda.html
- Find current Grant opportunities in Apply: http://www.grants.gov/assets/GrantsgovProgramsList.pdf
- Download the PureEdge viewer: http://www.grants.gov/PEViewer/ICSViewer602_grants.exe
- Register for notices of issuances of new grants in Find: http://www.grants.gov/ReceiveGrantOpportunityNotification
- Access User Guide, FAQ and on-line Tutorial assistance: http://www.grants.gov/CustomerSupport#
- Worksheet located on the CCR website to aid you with the CCR registration: (http://www.ccr.gov/CCRRegTemplate.pdf)
- Obtain a credential from the Credential Provider at <u>https://apply.grants.gov/OrcRegister</u>
- Register with Grants.gov register at https://apply.grants.gov/GrantsgovRegister



Transition to Adobe

- Grants.gov is transitioning to Adobe forms from Pure Edge
- Currently only TWO Adobe versions are supported
 - Grants.gov now supports the latest version of Adobe Reader (8.1.1). Grants.gov continues to support Adobe Reader version 7.0.9. Only these two versions should be used when submitting grant applications. Other Adobe Reader versions are not supported.
 - We have updated our website to reflect the latest version of Adobe Reader 8.1.1. The download software page has both versions:
 - http://www.grants.gov/resources/download_software.jsp

