



GRANTS.GOVSM

FIND. APPLY. SUCCEED.SM

Find, Apply & Succeed!

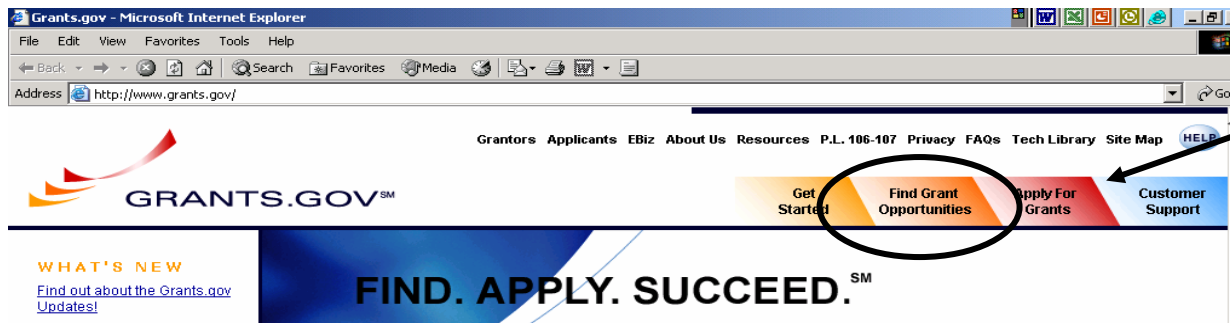


*Managed by the U.S. Department of Health and Human Services
Fulfilling the President's Management Agenda*

Agenda

- Finding a funding opportunity
- Downloading an application package
- Opening an application form as part of the application package
- Attaching a document to the application package
- Submitting the application package
- Registration Information
- Grants.gov Contact Center Information

The "Find" process...



Easy access from every page



Search or Sign-Up for Email Notifications

The “Find” process...(continued)

Home > Find Grant Opportunities > Search Grant Opportunities

Search Grant Opportunities

[Basic Search](#) [Browse by Category](#) [Browse by Agency](#) **Advanced Search** [Search Tips](#)

To perform an **advanced search** for a grant, complete any combination of fields and click the "Search" button below.

Access [Search Tips](#) for helpful search strategies, or click the [Help](#) button in the upper right corner to get help with this screen.

Keyword Search:

***Required** Search In:
 Open Opportunities **Closed Opportunities** **Archived Opportunities**

Search by Funding Opportunity Number:

Dates to Search:
All Days
Last 3 Days
One Week
Two Weeks
Three Weeks

Advanced Search allows you to search through both the open and archived opportunities

The “Find” process...(continued)

Further selection allows you to narrow your search:

- By Funding Instrument →

Search by Funding Instrument Type:

All Funding Instrument Types
Grant
Cooperative Agreement
Other
Procurement Contract

- By Eligibility →

Search by Eligibility:

Special district governments
Independent school districts
Public and State controlled institutions of higher education
Native American tribal governments (Federally recognized)
Public housing authorities/Indian housing authorities

- By Agency →

Search by Agency:

Department of Commerce
Department of Defense
Department of Health and Human Services
Department of Homeland Security
Department of Labor

Select Sub Agencies

- By Sub-Agency →

Search by Sub Agency:

Centers for Medicare & Medicaid Services
Food & Drug Administration
Health Resources & Services Administration
Indian Health Service
National Institutes of Health

Search

Clear Form

Helpful Hint: Use the Shift or Ctrl Key to highlight more than one option in each box!

Basic Search – Select Your Criteria

The screenshot shows a web browser window with the address <http://www.grants.gov/search/basic.do>. The Grants.gov logo is visible in the top left, and navigation links for Grantors, Applicants, EBiz, About Us, Resources, P.L. 106-107, and Privacy are in the top right. A 'Get Started' button is also present. The main content area is titled 'Search Grant Opportunities' and includes a breadcrumb trail: Home > Find Grant Opportunities > Search Grant Opportunities. Below the title are three search options: 'Basic Search' (selected), 'Browse by Category', and 'Browse by Agency'. A paragraph explains that a basic search requires completing the 'Keyword Search', 'Search by CFDA Number', and clicking the 'Search' button. It also provides links for 'Search Tips' and 'Help'. The search form contains three input fields: 'Keyword Search' (empty), 'Search by Funding Opportunity Number' (containing 'PAR-06-089'), and 'Search by CFDA Number' (empty). 'Search' and 'Clear Form' buttons are at the bottom of the form. A left sidebar contains sections for 'FIND' (with links to Search Grant Opportunities, Grant Opportunity, and Subscription Services), 'QUICK LINKS' (with a 'Select A Topic' dropdown), and 'RESOURCES' (with links to Posted Grant Opportunities, Available Grant Application Packages, Types of Grants, Grant Making Agencies, Additional Grant Resources, and Download Active Grants in XML Format).

Address <http://www.grants.gov/search/basic.do>

Grantors Applicants EBiz About Us Resources P.L. 106-107 Priv

GRANTS.GOVSM

Get Started Find Grant Opportunities

Home > Find Grant Opportunities > Search Grant Opportunities

Search Grant Opportunities

Basic Search Browse by Category Browse by Agency Adv

To perform a **basic search** for a grant, complete the "Keyword Search"; the "Search by CFDA Number" field; and then click the "Search" button below.

Access [Search Tips](#) for helpful search strategies, or click the [Help](#) button in the upper screen.

Keyword Search:

Search by Funding Opportunity Number:

Search by CFDA Number:

Search Clear Form

FIND
[Search Grant Opportunities](#)
[Grant Opportunity](#)
[Subscription Services](#)

QUICK LINKS
Access the most requested information and features.

Select A Topic

RESOURCES
[Posted Grant Opportunities within last 7 days](#)
[Available Grant Application Packages](#)
[Types of Grants](#)
[Grant Making Agencies](#)
[Additional Grant Resources](#)
[Download Active Grants in XML Format](#)

Search Results/Locating an Opportunity

Select the title of the grant to view the opportunity synopsis

Home > Find Grant Opportunities > Search Grant Opportunities > Search Results

Search Results

Sort: Close Date, Ascending [Open Date](#) [New Search](#)

Results 1-1 of 1

Close Date	Opportunity Title	Agency	Funding Number
02/26/2006	Innovations in Biomedical Computational Science and Technology Initiative (STTR [R41/R42])	National Institutes of Health	PAR-06-089

Results Page: 1 [New Search](#)

More Helpful Hints:


- Results are initially presented by relevancy
- Further sorting can be done by clicking on the “Close Date” or “Open Date”
- Use Boolean Tools to narrow or expand your search, i.e. AND/OR

Grant Opportunity Synopsis

- Provides a quick overview of an opportunity

Home > Find Grant Opportunities > Search Grant Opportunities > Search Results > Synopsis

Innovations in Biomedical Computational Science and Technology Initiative (STTR [R41/R42])



Synopsis Full Announcement How to Apply

The synopsis for this grant opportunity is detailed below, following this paragraph. This synopsis contains all of the updates to this document that have been posted as of **12/19/2005**. If updates have been made to the opportunity synopsis, update information is provided below the synopsis.

If you would like to receive notifications of changes to the grant opportunity click [send me change notification emails](#). The only thing you need to provide for this service is your email address. No other information is requested.

Any inconsistency between the original printed document and the disk or electronic document shall be resolved by giving precedence to the printed document.

Document Type:	Grants Notice
Funding Opportunity Number:	PAR-06-089
Posted Date:	Dec 19, 2005
Original Closing Date for Applications:	Feb 26, 2006
Current Closing Date for Applications:	Feb 26, 2006
Archive Date:	Mar 28, 2006
Funding Instrument Type:	Grant
Category of Funding Activity:	Health Environment Education

Grant Opportunity Synopsis Cont.

- Includes eligibility information

Eligible Applicants

Small businesses

Others (see text field entitled "Additional Information on Eligibility" for clarification)

Additional Information on Eligibility:

Foreign institutions are not eligible to apply. Only United States small business concerns (SBCs) are eligible to submit STTR applications. A small business concern is one that, at the time of award for both Phase I and Phase II awards, meets all of the following criteria: 1. Is independently owned and operated, is not dominant in the field of operation in which it is proposing, has a place of business in the United States and operates primarily within the United States or makes a significant contribution to the US economy, and is organized for profit. 2. Is at least 51% owned and controlled by one or more individuals who are citizens of, or permanent resident aliens in, the United States. 3. Has, including its affiliates, an average number of employees for the preceding 12 months not exceeding 500, and meets the other regulatory requirements found in 13 C.F.R. Part 121. Business concerns are generally considered to be affiliates of one another when either directly or indirectly, (a) one concern controls or has the power to control the other; or (b) a third-party/parties controls or has the power to control both. Control can be exercised through common ownership, common management, and contractual relationships. The term "affiliates" is defined in greater detail in Title 13 Code of Federal Regulations (CFR) Part 121.103. The term "number of employees" is defined in 13 CFR 121.106. A business concern may be in the form of an individual proprietorship, partnership, limited liability company, corporation, joint venture, association, trust, or cooperative. Further information may be obtained at <http://sba.gov/size>, or by contacting the Small Business Administration's (SBA) Government Contracting Area Office or Office of Size Standards.

Grant Opportunity Synopsis Cont.

- Includes an abbreviated description about the opportunity
- Direct link to the full announcement

Description

This funding opportunity announcement (FOA) solicits Small Business Technology Transfer (STTR) grant applications from small business concerns (SBCs) that propose innovative research in biomedical computational science and technology to promote the progress of biomedical research. There exists an expanding need to speed the progress of biomedical research through the power of computing to manage and analyze data and to model biological processes. The NIH is interested in promoting research and developments in biomedical computational science and technology that will support rapid progress in areas of scientific opportunity in biomedical research. As defined here biomedical computing or biomedical information science and technology includes, database design, graphical interfaces, querying approaches, data retrieval, data visualization and manipulation, data integration through the development of integrated analytical tools, and tools for electronic collaboration, as well as computational research including the development of structural, functional, integrative, and analytical models and simulations.

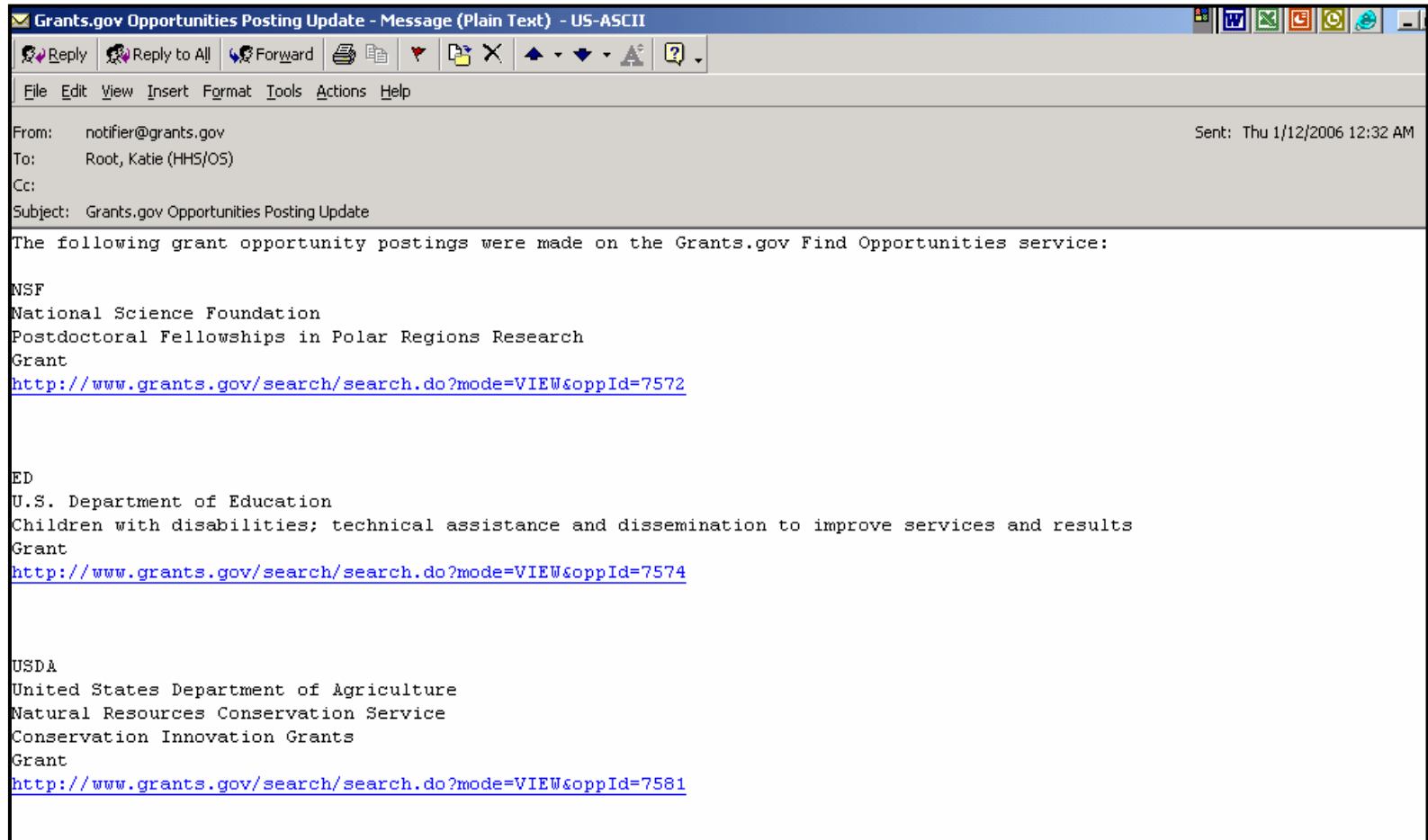
Link to Full Announcement

<http://grants.nih.gov/grants/guide/pa-files/PAR-06-089.html>

If you have difficulty accessing the full announcement electronically, please contact:

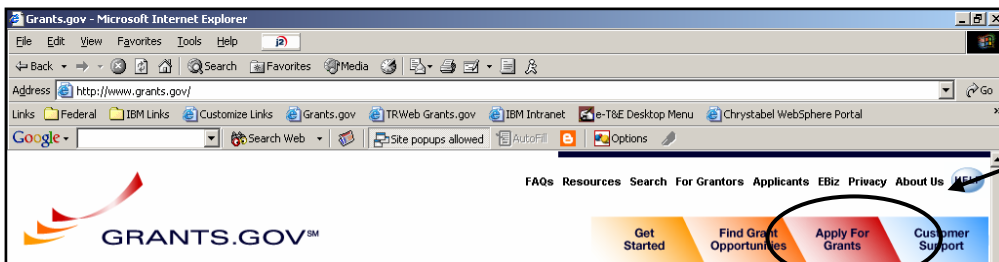
NIH OER Webmaster FBOWebmaster@OD.NIH.GOV [If you have any problems linking to this funding announcement, please contact the NIH OER Webmaster](#)

Email Notifications



- Direct link to the grant opportunity synopsis
- Nightly email notifications
- Register and select your specifications

The "Apply" process...



Easy access from every page

Download Application Package
Complete Application Package
Submit Application Package

APPLY for grants

Grants.gov provides a single, secure and reliable source for applying for Federal grants online, simplifying the grant application process and reducing paperwork. To learn more about the benefits of applying online, click [key benefits](#).

Do you have the Funding Opportunity and/or CFDA number of the grant for which you want to apply? You need it to download a grant application and apply for a grant.

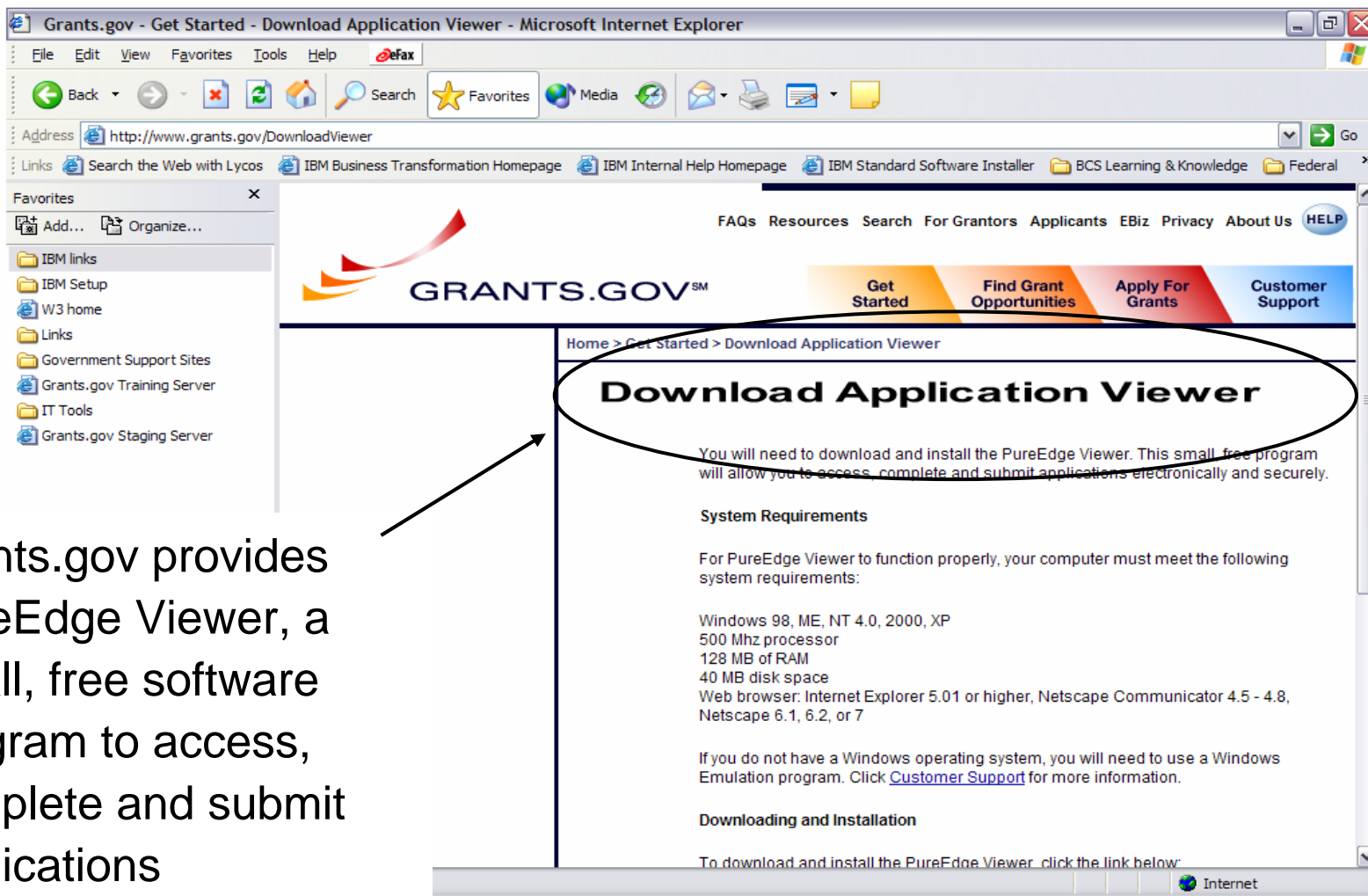
If you have the Funding opportunity and/or CFDA number, you are ready to download the application package and begin the process to apply for grants through Grants.gov. It is a 3-step process:

Apply Step 1 – Download a Grant Application Package and Application Instructions
You will need to enter the Funding Opportunity and/or CFDA number to access the application package and instructions. Click [Grants.gov Programs List](#) to access CFDA numbers for programs with applications currently available on Grants.gov. In order to view application packages and instructions, you will also need to download and install the [PureEdge Viewer](#). This small, free program will allow you to access, complete, and submit applications electronically and securely.

Apply Step 2 – Complete the Selected Grant Application Package
You can complete the application offline. Everything you need to know is included in the application package and instructions.

Access to step-by-step instructions and support available on every page

The “Apply” process...(continued)



The screenshot shows a Microsoft Internet Explorer browser window displaying the Grants.gov website. The address bar shows the URL <http://www.grants.gov/DownloadViewer>. The page features the Grants.gov logo and navigation tabs for 'Get Started', 'Find Grant Opportunities', 'Apply For Grants', and 'Customer Support'. The main content area is titled 'Download Application Viewer' and includes the following text:

You will need to download and install the PureEdge Viewer. This small, free program will allow you to access, complete and submit applications electronically and securely.

System Requirements

For PureEdge Viewer to function properly, your computer must meet the following system requirements:

- Windows 98, ME, NT 4.0, 2000, XP
- 500 Mhz processor
- 128 MB of RAM
- 40 MB disk space
- Web browser: Internet Explorer 5.01 or higher, Netscape Communicator 4.5 - 4.8, Netscape 6.1, 6.2, or 7

If you do not have a Windows operating system, you will need to use a Windows Emulation program. Click [Customer Support](#) for more information.

Downloading and Installation

To download and install the PureEdge Viewer, click the link below:

Grants.gov provides PureEdge Viewer, a small, free software program to access, complete and submit applications electronically and securely

Non-Windows Users

- Grants.gov partnered with NIH to provide a Citrix Server for Non-Windows to view application packages
- Go to <http://www.grants.gov/MacSupport> to locate the instructions for accessing the Citrix Server
- A non-windows version of PureEdge should be available November 2006

The "Apply" process...(continued)

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Home > Apply for Grants > Download Application Package

Download Application Package

To download an application package, enter the appropriate CFDA Number and/or Funding Opportunity Number and click the "Download Package" button.

CFDA Number:

Funding Opportunity Number:

Funding Opportunity Competition ID:

If you do not remember the Funding Opportunity Number for the grant opportunity for which you want to apply, return to the "Find Grant Opportunities" section to locate the grant opportunity and then return to this screen to enter the number to find the appropriate application package.

GRANTS.GOVSM

Home > Apply for Grants > Download Application Package

Download Application Package

To download an application package, enter the appropriate CFDA Number and/or Funding Opportunity Number and click the "Download Package" button.

CFDA Number:

Funding Opportunity Number:

Funding Opportunity Competition ID:

If you do not remember the Funding Opportunity Number for the grant opportunity for which you want to apply, return to the "Find Grant Opportunities" section to locate the grant opportunity and then return to this screen to enter the number to find the appropriate application package.

Easy to follow pages and instructions to find and download application packages to any desktop

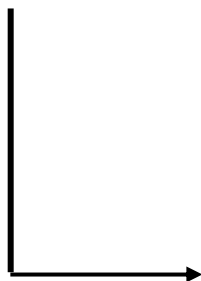
Below is a list of the application(s) currently available for the CFDA and/or Funding Opportunity Number that you entered.

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	Application
81.117	DE-PS36-04G094006		Golden Field Office	download	download

The “Apply” process...(continued)

Register to receive notification of changes to application package before downloading it



Download the application instructions/package from this location



Download Opportunity Instructions and Application - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Print Size

Address <http://apply.grants.gov/agency/UpdateOffer?id=2333> Links >>

Grants Applicants EBiz About Us Resources P.L. 106-107 Privacy FAQs Tech Library Site M...

GRANTS.GOVSM

Get Started Find Grant Opportunities Apply For Grants

Download Opportunity Instructions and Application

You have chosen to download the instructions and application for the following opportunity:

Opportunity Number: PAR-06-089: Innovations in Biomedical Computational Science and Technology Initiative (STTR [R41/R42])
Agency: National Institutes of Health
Opening Date: 12/26/2005
Closing Date: 03/01/2006

If you would like to be notified of any changes to this opportunity please enter your e-mail address below, and you will be e-mailed in the event this opportunity is changed and republished on Grants.gov before its closing date.

Download the instructions and application by selecting the download links below. While the instructions or application files may open directly, you may save the files to your computer for future reference and use. You do not need Internet access to read the instructions or the application once you save them to your computer.

- [1. Download Application Instructions](#)
- [2. Download Application Package](#)

The "Apply" process...(continued)

Select "Save" to save the application package to your hard drive

http://apply.grants.gov/opportunities/packages/oppPAR-06-089.xfd - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media History Print Size

Address http://apply.grants.gov/opportunities/packages/oppPAR-06-089.xfd

Save Print Cancel Check Package for Errors

GRANTS.GOV™

Grant Application Package

Opportunity Title: Innovations in Biomedical Computational Science and Te
Offering Agency: National Institutes of Health
CFDA Number:
CFDA Description:
Opportunity Number: PAR-06-089
Competition ID:
Opportunity Open Date: 12/26/2005
Opportunity Close Date: 03/01/2006
Agency Contact: GrantsInfo
Telephone: (301) 435-0714
Email: GrantsInfo@nih.gov

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name: [Yellow Highlighted Field]

Mandatory Documents

- SF424 (R&R)
- PHS 398 Research Plan
- PHS 398 Cover Page Supplement
- PHS 398 Checklist
- SBIR/STTR_Information
- Research & Related Subaward Budget
- Research & Related Other Project Information

Move Form to Submission List

Move Form to Documents List

Mandatory Completed Documents for Submission

Start Grants.gov - Download A... http://apply.grants.go... Microsoft PowerPoint - [R... 1:04 PM

All mandatory fields are highlighted and denoted with an asterisk

The "Apply" process...(continued)

All Mandatory Documents must be completed in order to submit the application

Submission

Submit Save Print Cancel Check Package for Errors

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name: [Redacted]

Mandatory Documents

- SF424 (R&R)
- PHS 398 Research Plan
- PHS 398 Cover Page Supplement
- PHS 398 Checklist
- SBIR/STTR Information
- Research & Related Subaward Budget

Open Form

Optional Documents

- PHS 398 Cover Letter File

Open Form

Mandatory Completed Documents for Submission

Open Form

Optional Completed Documents for Submission

Open Form

Instructions

- 1** Enter a name for the application in the Application Filing Name field.
 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Submit" button will not be functional until the application is complete and saved.
- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.
 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this

Optional documents may or may not need to be filled out – refer to the agency specific instructions

The "Apply" process...(continued)

To open a form, highlight the form and then click "Open Form"

Submission

Submit Save Print Cancel Check Package for Errors

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name: [Redacted]

Mandatory Documents	Move Form to Submission List	Mandatory Completed Documents for Submission
SF424 (R&R)	=>	
PHS 398 Research Plan		
PHS 398 Cover Page Supplement		
PHS 398 Checklist		
SBIR/STTR_Information		
Research & Related Subaward Budget		
	<=	
		Open Form

Optional Documents	Move Form to Submission List	Optional Completed Documents for Submission
PHS 398 Cover Letter File	=>	
	<=	
		Open Form

Instructions

- 1** Enter a name for the application in the Application Filing Name field.
 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Submit" button will not be functional until the application is complete and saved.
- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.
 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this

The "Apply" process...(continued)

Select this icon to receive field-sensitive help

The screenshot shows the 'SF 424 (R&R)' application form. At the top, a toolbar contains various icons, with a question mark icon highlighted by a red box. Below the toolbar are buttons for 'Close Form', 'Next', 'Print Page', and 'About'. The form is divided into several sections:

- APPLICATION FOR FEDERAL ASSISTANCE SF 424 (R&R)**
- 1. * TYPE OF SUBMISSION**: Radio buttons for 'Pre-application', 'Application', and 'Changed/Corrected Application'.
- 2. DATE SUBMITTED**: Text field with '//'
- 3. DATE RECEIVED BY STATE**: Text field with '//'
- 4. Federal Identifier**: Text field
- 5. APPLICANT INFORMATION**: Fields for 'Legal Name', 'Department', 'Division', 'Street1', 'Street2', 'City', 'County', 'State', 'ZIP Code', and 'Country' (USA).
- * Organizational DUNS:**: A text field highlighted in yellow and circled in black.
- Person to be contacted on matters involving this application**: Fields for 'Prefix', 'First Name', 'Middle Name', 'Last Name', 'Suffix', 'Phone Number', 'Fax Number', and 'Email'.
- 6. * EMPLOYER IDENTIFICATION (EIN) or (TIN):**: Text field highlighted in yellow.
- 7. * TYPE OF APPLICANT:**: A dropdown menu with 'Please select one of the following' and options for 'Women Owned' and 'Socially and Economically Disadvantaged'.
- 8. * TYPE OF APPLICATION:**: Radio buttons for 'New', 'Resubmission', 'Renewal', 'Continuation', and 'Revision'.
- 9. * NAME OF FEDERAL AGENCY:**: Text field.

You must use the DUNS Number that matches the DUNS Number you used for the registration process

The “Apply” process...(continued)

Submit button will not become activated until the following has been completed:

- All **Mandatory Fields** have been completed
- All **Mandatory Documents** have been completed and move to the Completed box
- All **applicable Optional Documents** have been completed and moved to the Completed box

Submission

Submit Save Print Cancel Check Package for Errors

GRANTS.GOV™

Grant Application Package

Opportunity Title: Innovations in Biomedical Computational Science and Technology
Offering Agency: National Institutes of Health
CFDA Number:
CFDA Description:
Opportunity Number: PAR-06-089
Competition ID:
Opportunity Open Date: 12/16/2005
Opportunity Close Date: 03/01/2006
Agency Contact: GrantsInfo
Telephone: (301) 435-0714
Email: GrantsInfo@nih.gov

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name: Completed Application

Mandatory Documents

Move Form to Submission List =>

Move Form to Documents List <=

Open Form

Mandatory Completed Documents for Submission

SF424 (R&R)
PHS 398 Research Plan
PHS 398 Cover Page Supplement
PHS 398 Checklist
SBIR/STTR Information
Research & Related Subaward Budget

Open Form

Optional Documents

Move Form to Submission List =>

Optional Completed Documents for Submission

PHS 398 Cover Letter File

Helpful Hint: To get the “Submit” button activated, use the “Check Package for Errors” Button to find uncompleted Mandatory Fields

Submitting your application

- You must be fully registered at Grants.gov to submit the application
- Click Submit to begin the upload process
- It may take a few minutes for the upload – it is dependent on the size of your application

Submission

Submit Save Print Cancel Check Package for Errors

GRANTS.GOV™

Grant Application Package

Opportunity Title: Biological Criteria Program
Offering Agency: Training 1110
CFDA Number: 66.436
CFDA Description: Surveys, Studies, Investigations, Demonstrations and Train
Opportunity Number: ABC123
Competition ID:
Opportunity Open Date: 11/01/2004
Opportunity Close Date: 11/19/2005
Agency Contact: Wanda Smith
Manager
E-mail: wandasmith@aol.com

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name: Test Package

Mandatory Documents

Move Form to Submission List =>

Move Form to Documents List <=

Open Form

Mandatory Completed Documents for Submission

Application for Federal Assistance (SF-424)

Open Form

Optional Documents

Other Attachments Form

Move Form to Submission List =>

Optional Completed Documents for Submission

Submitting your application

The application will connect automatically to the Internet and to Grants.gov



Welcome to the section of the site that is dedicated to Federal Government grant applicants.

To submit your application, please enter your Username and Password in the box below and then press the Login button.

To log out of the system, simply close your browser window from the Receipt Confirmation page.

Please enter your Username and Password to login to the Grants.gov system.

Username

Password

Login

Warning Notice!

This is a U.S. Government computer system, which may be accessed and used only for authorized Government business by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action.

All information on this computer system may be intercepted, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including criminal investigations. Such information includes sensitive data encrypted to comply with confidentiality and privacy requirements. Access or use of this computer system by any person, whether



Enter your Grants.gov username and password – you must be fully registered to successfully submit

Submitted Application Confirmation

Scroll to the bottom of the confirmation screen to receive:

- Grants.gov Tracking Number
- Date/Time Stamp

Submission Confirmation - Microsoft Internet Explorer

Address: <http://traply.grants.gov/GGProcessServlet>

If your application is successfully validated and subsequently retrieved by the grantor agency from the Grants.gov system, you will receive an additional email. This email may be delivered several days or weeks from the date of submission, depending on when the grantor agency retrieves it.

You may also monitor the processing status of your submission within the Grants.gov system by using the following steps:

1. Go to <http://www.grants.gov>
2. Click on the "Applicants" link at the top of the Grants.gov home page
3. Login to the system using your AOR user id and password
4. Click on the "Application Status" link at the left of your screen.

Note that once the grantor agency has retrieved your application from Grants.gov, you will need to contact them directly for any subsequent status updates. Grants.gov does not participate in making any award decisions.

IMPORTANT NOTICE: If you do not receive a receipt confirmation and either a validation confirmation or a rejection email message within 48 hours, please contact us. The Grants.gov Contact Center can be reached by email at support@grants.gov, or by telephone at 1-800-518-4726. Always include your Grants.gov tracking number in all correspondence. The tracking numbers issued by Grants.gov look like GRANTXXXXXXXXXX. Contact Center hours of operation are Monday-Friday from 7:00 A.M. to 9:00 P.M. Eastern Standard Time.

The following application tracking information was generated by the system:

Grants.gov Tracking Number :	GRANT00007332
CFDA Number :	66.436
CFDA Description :	Surveys, Studies, Investigations, Demonstrations and Training Grants and Cooperative Agreements_Section 1442 of the Clean Water Act
Funding Opportunity Number :	ABC123
Funding Opportunity Description :	Biological Criteria Program
Agency Name :	Training 1110
Application Name of this Submission :	Test Package
Date/Time of Receipt :	2006.01.16 2:08 PM, EST

It is suggested you Save and/or Print this response for your records.

CLOSE

What to expect after submission

- Successful Submission

- The submitter will receive the following emails:

- Successful Grants.gov verification email
- Application downloaded by the agency
- Agency-specific tracking number assignment

This is an optional email notification – if an agency does not assign agency-specific tracking numbers, you will not receive this email

- Unsuccessful Submission

- The submitter will receive an email that the application failed the Grants.gov verification process
- Email will list what the applicant needs to correct

Reasons for Unsuccessful Submission

- Incorrect DUNS Number
 - You must use the DUNS Number that is listed in your applicant profile
 - Grants.gov validates the DUNS Number provided in the SF-424 Form with the DUNS Number in your applicant profile
- Virus Detected
 - Grants.gov conducts a virus scan before it will accept an application
 - If virus is detected, you will need to either redownload the application package or fix the corrupted file

Registering to Apply via Grants.gov: Overview

- Preparing to Apply for grants via Grants.gov opportunities is a 3-step process
 - Organization completes registration at Central Contractor Registry (CCR)
 - Organization Representative (a.k.a. the Signing Official) gets Registered - two parts to the registration process
 - Obtain a Credential Username and Password
 - Register the Credential Username and Password at Grants.gov
 - Organization's E-Business Point of Contact authorizes the Organization Representative

Preparing to Apply via Grants.gov: Step 1 of 3

- Organization registers with the Central Contractor Registry (CCR), the Federal database for conducting business with the U.S. Government
 - DUNS Number is required for registration
 - Two important fields within the CCR:
 - E-Business Point of Contact (POC)
 - Will authorize organizational representatives at Grants.gov
 - M-PIN
 - E-Business Point of Contact will use the M-PIN in the authorization process
- Organizations can check to see if they are registered and identify their E-Business POC at the CCR website

Preparing to Apply via Grants.gov: Step 2 of 3

- Organization Representative (SO) gets Registered
 - Obtain a Credential Username and Password
 - The representative will go to the Grants.gov Credential Provider to register
 - Will receive a username and will create their own password
 - Register the Credential Username and Password at Grants.gov
 - The representative will return to Grants.gov and register the username and password by setting up their profile
 - After this step, an email will be sent to the organization's E-Business POC, informing the POC of the registration

Registering to Apply via Grants.gov: Step 3 of 3

- Organization's E-Business Point of Contact authorizes the organization representative
 - E-Business POC will receive an email that an organization representative is attempting to register at Grants.gov
 - E-Business POC will log into Grants.gov and authorize the organization representative
 - Log-in consists of the organization's M-PIN and DUNS Number
 - After the authorization, the organization representative will now be an Authorized Organization Representative (AOR)
 - Only after the authorization has occurred will the organization representative be able to submit
 - An organization can have more than one AOR

Walkthrough of the Registration Steps

- CCR Registration: <http://www.ccr.gov>
- Organization Representative (SO) obtains a Credential: <https://apply.grants.gov/OrcRegister>
- Organization Representative (SO) registers at Grants.gov: <https://apply.grants.gov/GrantsgovRegister>
- E-Business POC logs-in to authorize the Organization Representative: <https://agency.grants.gov/AorMgrGetID>
- Organization Representative can log-in to check their authorization at anytime: <https://apply.grants.gov/ApplicantLoginGetID>

Contact Information

- Grants.gov Contact Center
 - Monday – Friday, 7 AM – 9 PM ET
 - 1-800-518-4726
 - support@grants.gov