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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

- What is Grants.gov?
- What can we do at Grants.gov?
- How do we get registered?
- How can we find grant opportunities?
- How can we apply for these opportunities?
- What's next?

The Grants.gov Program…

- Is a cross-agency initiative spanning 1000 grant programs from the 26 grant-making agencies, and over $400 billion in annual awards
- Is a simple, unified "storefront" for all customers of Federal grants to electronically
  - Find Grant Opportunities
  - Apply for Grants
- Is one of 24 Federal cross-agency E-Government initiatives designed to improve access to services via the Internet
- Part of Public Law 106-107, which sets to streamline grants and grants management within the federal government
- Is managed by the Department of Health and Human Services, the largest provider of Federal grants

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Caters to a Large, Diverse Customer Population

- 26 Federal grant-making agencies
- Over 1M potential applicants, applicants, and grantees
  - State, Local, and Tribal governments
  - Education and Research organizations
  - Non-profit and For-profit organizations
  - Public Housing Authorities
- Address essential and forward-looking Federal program objectives
  - Homeland Security
  - Health
  - Education
  - Housing
  - Transportation
  - Medical and Scientific Research
  - Space Exploration
  - Energy/Environmental Conservation
  - Arts & Literature

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Federal Grants Environment – Past, Present and Future

- Before Grants.gov, there was no single point to obtain information about Federal grants
  - Complex, burdensome, and costly processes
  - 50+ places to search for Federal grant opportunities
  - 100+ application processes and forms
  - 80% paper-based processes
- After Grants.gov, processes and forms were standardized
  - Single site to search for all Federal grant opportunities
  - Standard data set and forms for discretionary grant applications
  - Electronic application submissions

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"Find Grant Opportunities" Overview

- Provides the ability to search for Federal government-wide grant opportunities
  - In November 2003, the Office of Management and Budget mandated that all agencies post competitive grant opportunities on Grants.gov
  - All 26 Federal grant-making agencies posting opportunities at Grants.gov
- Over 1800 active grant opportunities posted
- Over 2.5 million "hits" weekly
- Over 1,000,000 email notifications of new grant opportunities sent weekly

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"Apply for Grants" Overview

- Steady ramp up since October 2003 implementation
  - Over 7,000 application packages posted on Grants.gov to date
  - Over 100,000 applications received by Grants.gov to date
  - FY 2007 goal set by OMB: To have all 26 grant-making agencies post 100% of their discretionary/competitive grant application packages on Grants.gov

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Registration for Organizations

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Three Step Process

- Register the Organization: CCR
- Register the Organization's Submitters
  - Authorized Organization Representatives (AORs)
- Organization Authorizes those Submitters (AORs)

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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 (E-Biz 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

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

- Authorized Organization Representative (AOR) 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

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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

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Walkthrough of the Registration Steps

- CCR Registration: http://www.ccr.gov
- Organization Representative obtains a Credential: https://apply.grants.gov/OrcRegister
- Organization Representative 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

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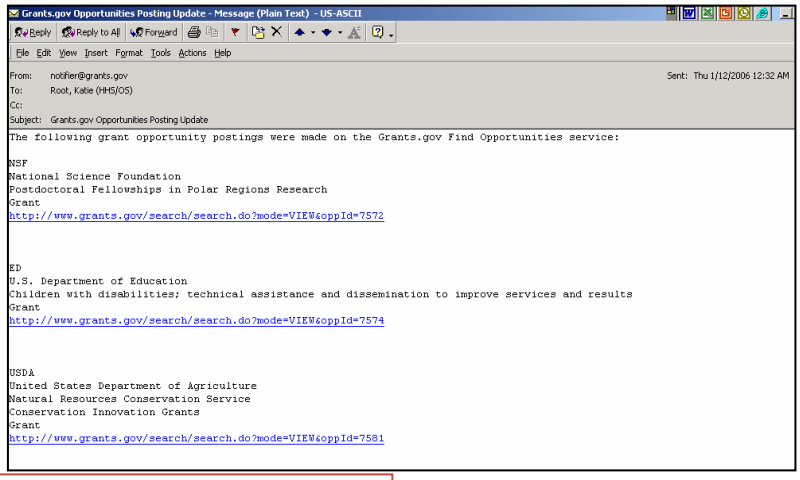
Email Notifications



Grants.gov Opportunities Posting Update - Message (Plain Text) - US-ASCII

Reply | Reply to All | Forward

File Edit View Insert Format Tools Actions Help

From: notifier@grants.gov
Sent: Thu 1/12/2006 12:32 AM
To: Root, Katie (HHS/OS)
Cc:
Subject: Grants.gov Opportunities Posting Update

The following grant opportunity postings were made on the Grants.gov Find Opportunities service:

NSF
National Science Foundation
Postdoctoral Fellowships in Polar Regions Research
Grant
http://www.grants.gov/search/search.do?mode=VIEW&oppId=7572

ED
U.S. Department of Education
Children with disabilities; technical assistance and dissemination to improve services and results
Grant
http://www.grants.gov/search/search.do?mode=VIEW&oppId=7574

USDA
United States Department of Agriculture
Natural Resources Conservation Service
Conservation Innovation Grants
Grant
http://www.grants.gov/search/search.do?mode=VIEW&oppId=7581

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

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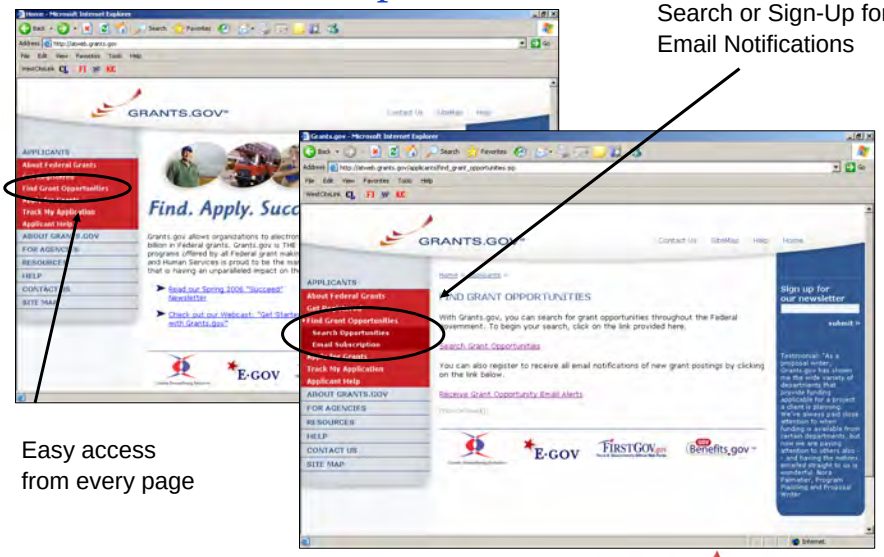
The "Find" process…



Search or Sign-Up for Email Notifications

Easy access from every page

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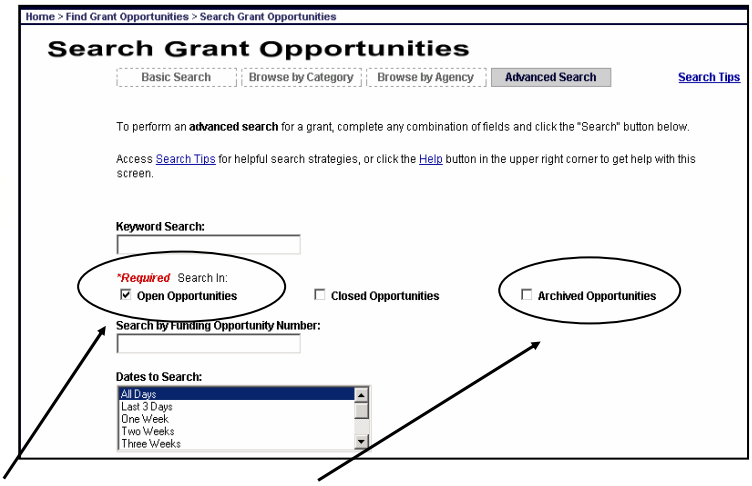
The "Find" process…(continued)



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

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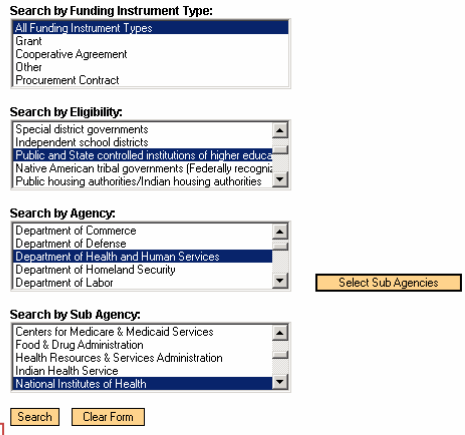
The "Find" process…(continued)

Further selection allows you to narrow your search:

- By Funding Instrument →
- By Eligibility →
- By Agency →
- By Sub-Agency →



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

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Basic Search – Select Your Criteria

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Search Results/Locating an Opportunity

Select the title of the grant to view the opportunity synopsis

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

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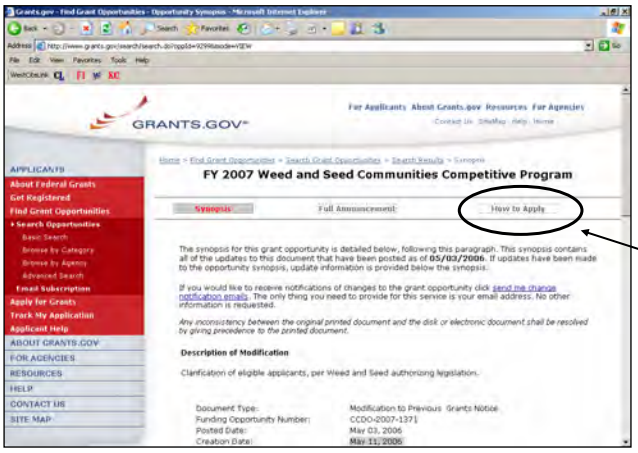
Grant Opportunity Synopsis

- Provides a quick overview of an opportunity



- Direct link to the application package

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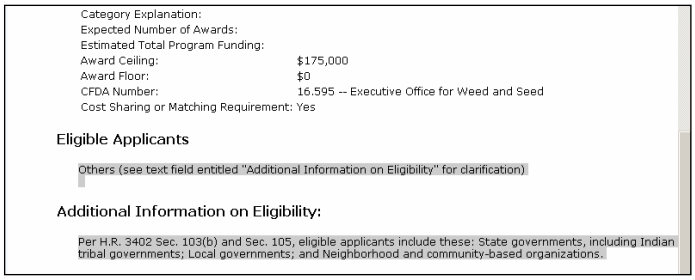
Grant Opportunity Synopsis Cont.

- Includes program funding and eligibility information



Category Explanation:
Expected Number of Awards:
Estimated Total Program Funding:
Award Ceiling: $175,000
Award Floor: $0
CFDA Number: 16.595 -- Executive Office for Weed and Seed
Cost Sharing or Matching Requirement: Yes

Eligible Applicants

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

Additional Information on Eligibility:

Per H.R. 3402 Sec. 103(b) and Sec. 105, eligible applicants include these: State governments, including Indian tribal governments; Local governments; and Neighborhood and community-based organizations.

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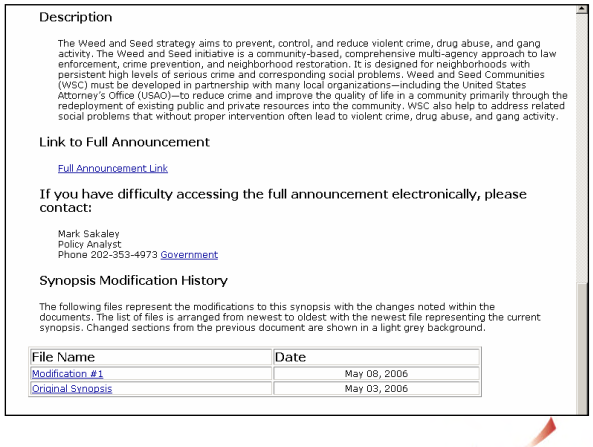
Grant Opportunity Synopsis Cont.

- Includes an abbreviated description about the opportunity
- Direct link to the full announcement and agency contact
- History of this particular grant opportunity



Description

The Weed and Seed strategy aims to prevent, control, and reduce violent crime, drug abuse, and gang activity. The Weed and Seed initiative is a community-based, comprehensive multi-agency approach to law enforcement, crime prevention, and neighborhood restoration. It is designed for neighborhoods with persistent high levels of serious crime and corresponding social problems. Weed and Seed Communities (WSC) must be developed in partnership with many local organizations—including the United States Attorney's Office (USAO)—to reduce crime and improve the quality of life in a community primarily through the redeployment of existing public and private resources into the community. WSC also help to address related social problems that without proper intervention often lead to violent crime, drug abuse, and gang activity.

Link to Full Announcement

Full Announcement Link

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

Mark Sakaley
Policy Analyst
Phone 202-353-4973 Government

Synopsis Modification History

The following files represent the modifications to this synopsis with the changes noted within the documents. The list of files is arranged from newest to oldest with the newest file representing the current synopsis. Changed sections from the previous document are shown in a light grey background.

File Name	Date
Modification #1	May 08, 2006
Original Synopsis	May 03, 2006

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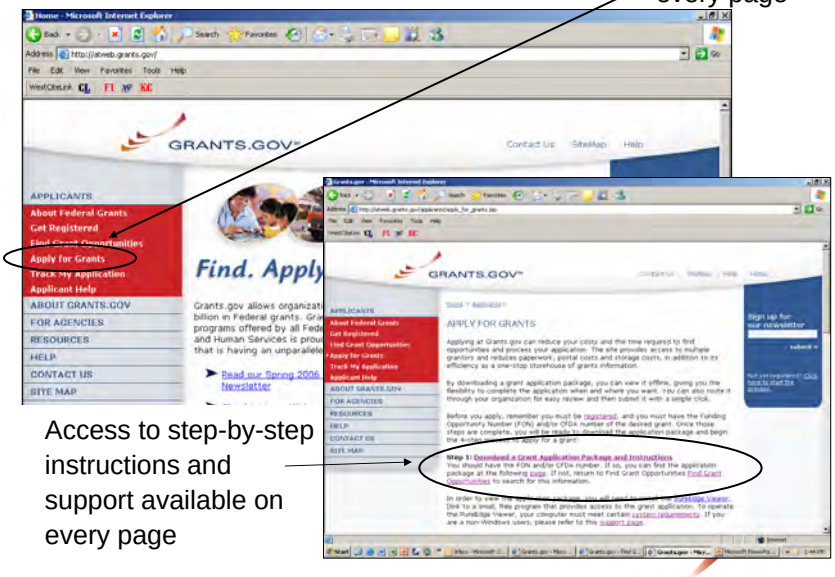
The "Apply" process…

Easy access from every page



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

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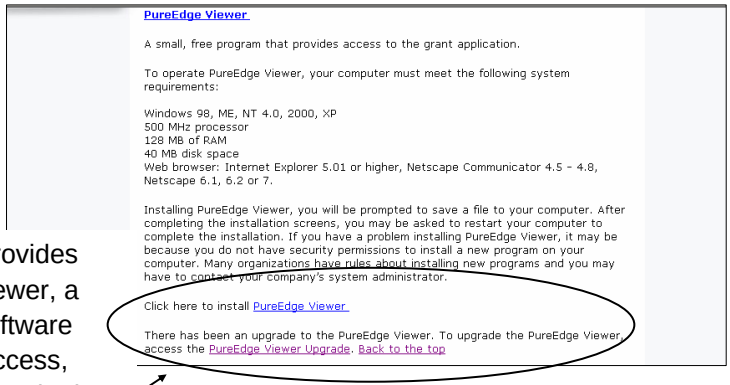
The "Apply" process…(continued)



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

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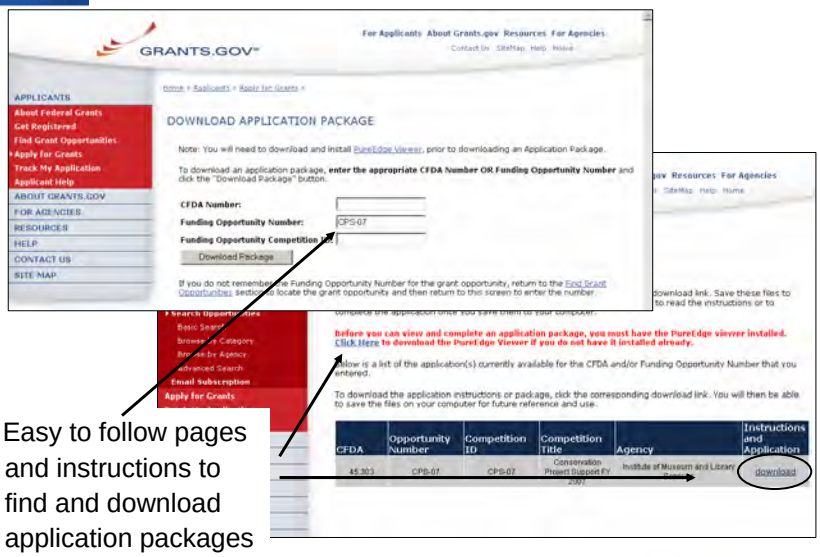
The "Apply" process…(continued)



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

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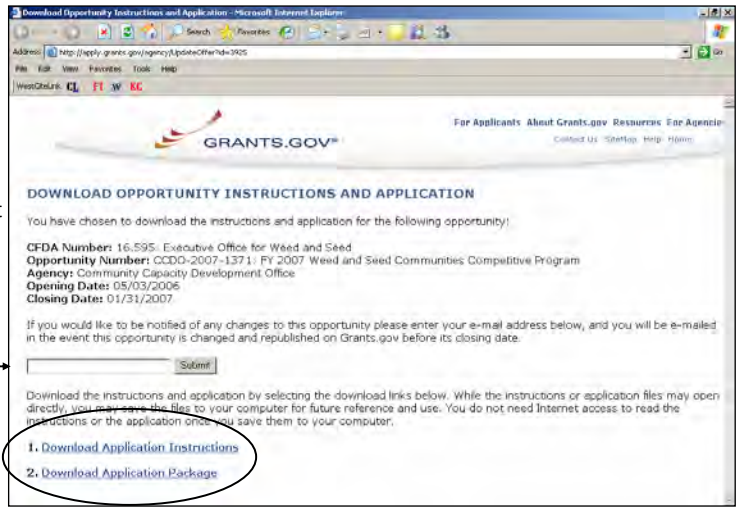
The "Apply" process…(continued)

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



Download the application instructions/package from this location

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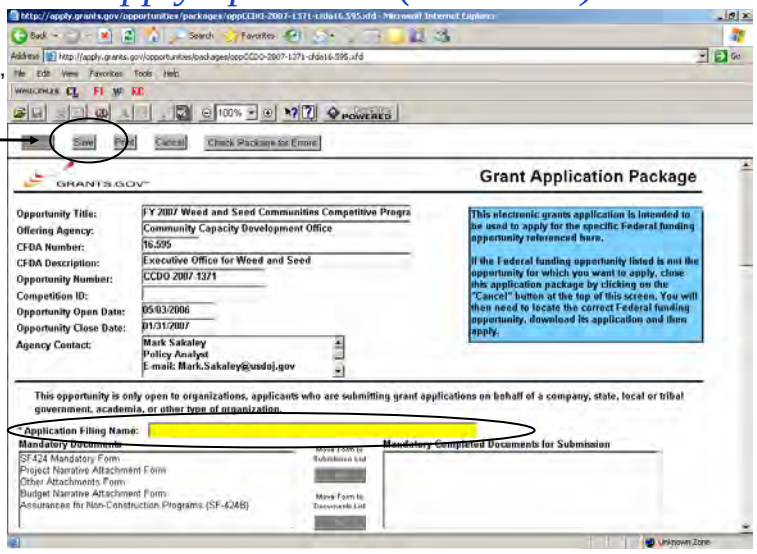
The "Apply" process…(continued)

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

All mandatory fields are high-lighted and denoted with an asterisk



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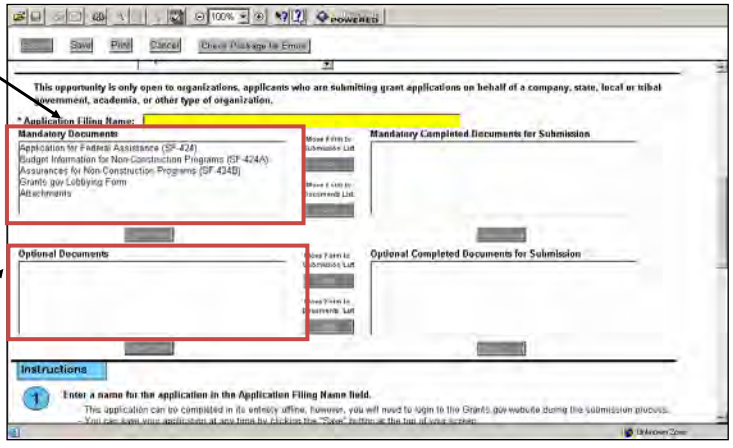
The "Apply" process…(continued)

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

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



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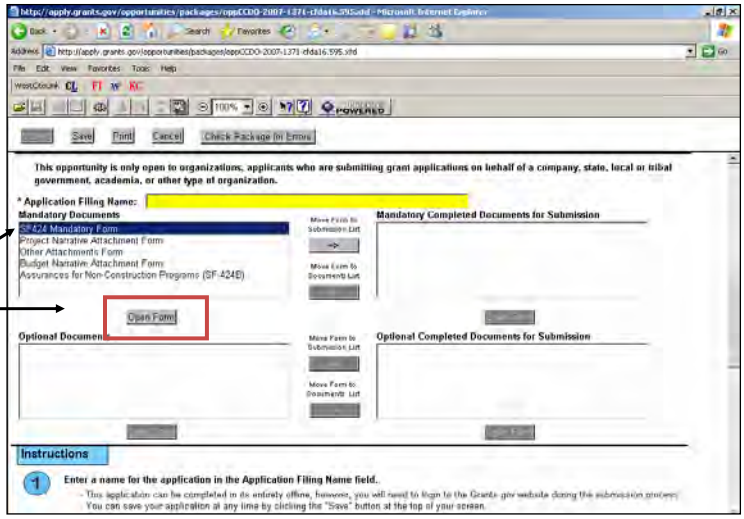
The "Apply" process…(continued)

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



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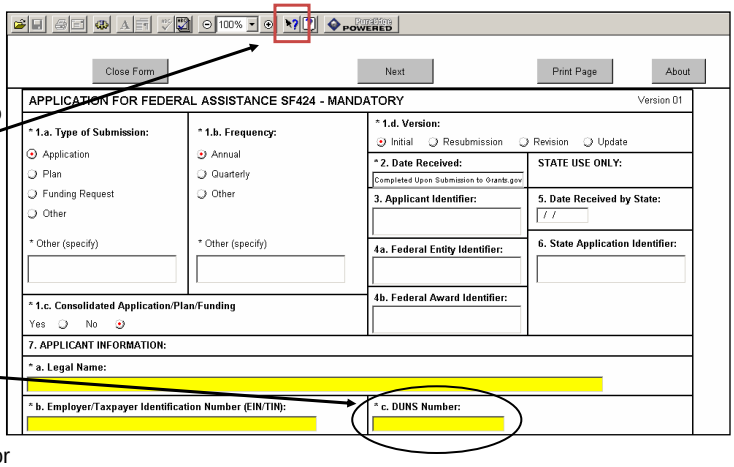
The "Apply" process…(continued)

Select this icon to receive field-sensitive help

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



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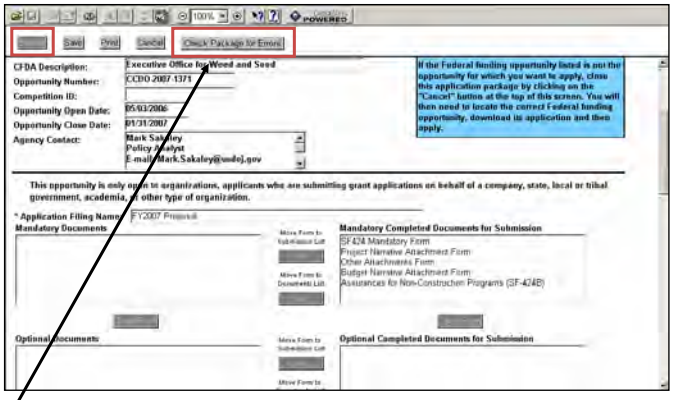
The "Apply" process…(continued)

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



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

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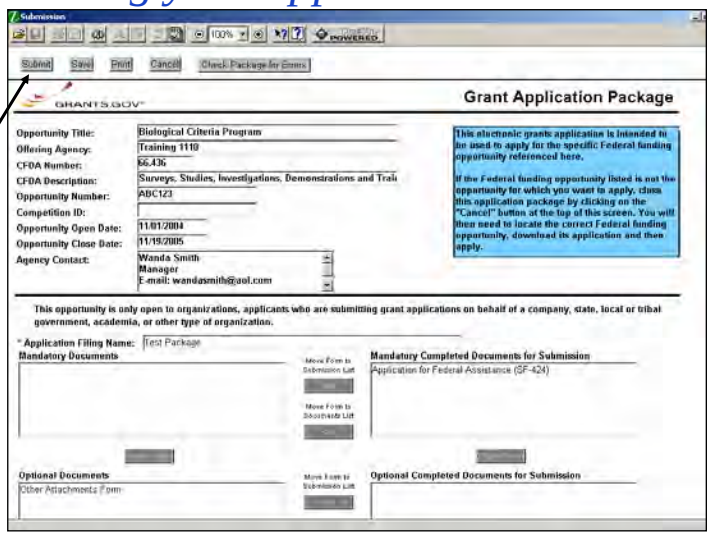
Submitting your application

- 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



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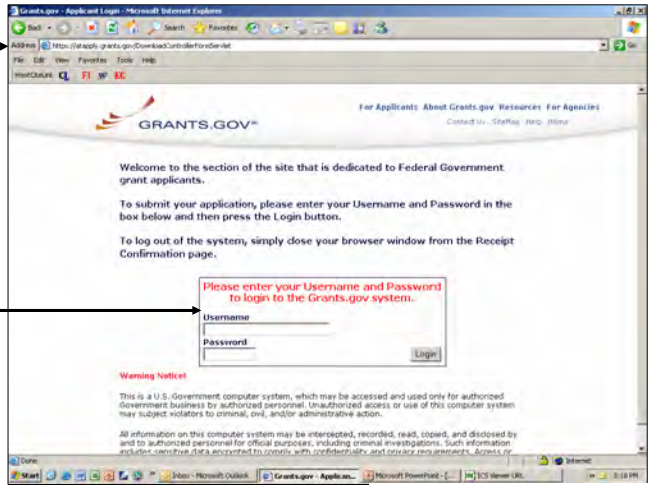
Submitting your application

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

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



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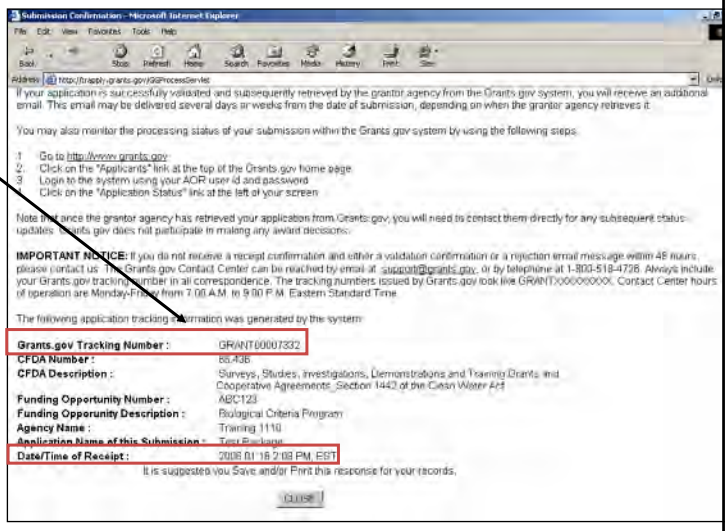
Submitted Application Confirmation

Scroll to the bottom of the confirmation screen to receive:

- Grants.gov Tracking Number
- Date/Time Stamp



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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

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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
- The Due Date has Passed
  - You cannot submit your application if the due date has already passed

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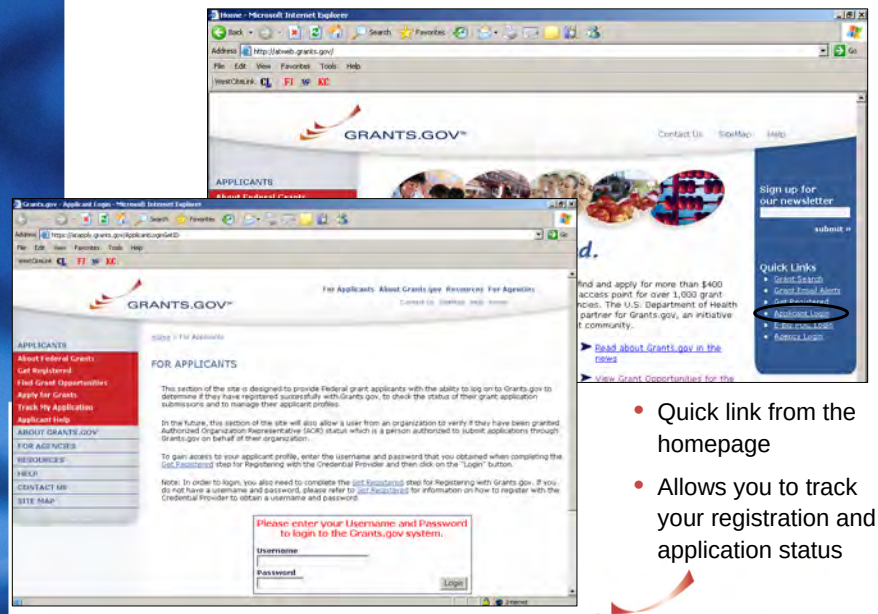
Log-in to Check Your Application Status



- Quick link from the homepage
- Allows you to track your registration and application status

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Applicant Welcome Screen

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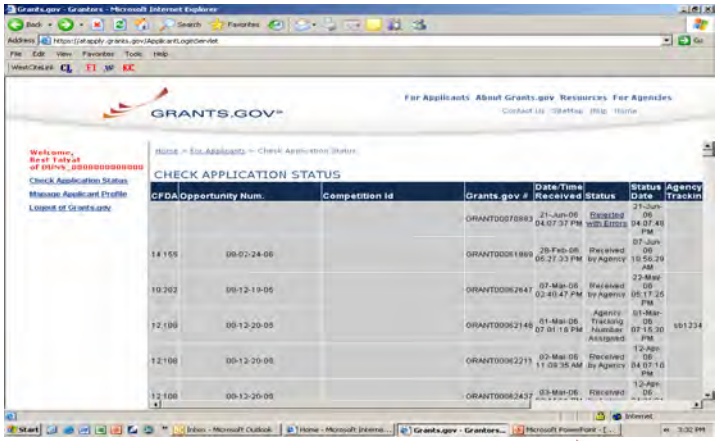
Application Status Page

- Includes all pertinent information about the submission
- Lists the current status for the application
- If rejected, hyperlinks to the specific reason for rejection



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What's Next?

- Start searching at Grants.gov
- Sign-Up for the Email Subscription Service
- View a grant application
  - Get familiar with the forms
- Start the Registration Process!!!!

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Contact Information

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

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BJA Grants.gov Contact Information

Christopher Smith

Training Coordinator

Office of the Chief Information Officer

Office of Justice Programs

U.S. Department of Justice

202-305-1775 (phone)

Christopher.Smith3@usdoj.gov

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