

Maryland Governor's Grants Training Conference 2018

Grants.gov Updates



October 29, 2018

Summary

- Registration
- Applying with Workspace
- Grants.gov Release Highlights from FY 2018
- Grants.gov Mobile App
- Grants.gov Transformation
- Connect with Grants.gov

Registration

Registration Overview

- Organizations need these before using Grants.gov to apply for federal grants:
 - Data Universal Numbering System (DUNS) Number
 - System for Award Management (SAM) registration
- **Grants.gov Account:** You only need one. Uses unique email, username & password.
- **Profile(s):** Can have multiple within one Grants.gov account. Corresponds to applicant organization you represent (i.e., an applicant), individual applicant, or a federal agency (i.e., a grantor).

Registration: Before Grants.gov

Dun & Bradstreet (DNB) and the System for Award Management (SAM)

dun & bradstreet
Government iUpdate

Welcome to Government iUpdate - The easy way to manage Dun & Bradstreet's information on your company!
Government iUpdate provides non-publicly traded companies that are doing business with the US Federal Government convenient access to Dun & Bradstreet information on their business. Registered users can view, print, and submit updates to their Dun & Bradstreet record as well as request a new DUNS Number. DUNS Number assignment and modifications are done rapidly and free of charge.

Register to use iUpdate!
Sign-up now to access your company's information. To safeguard your identity, registrants will be asked to answer a short authentication quiz. Click below to get started.

Find DUNS or Request new DUNS
Enter here to find your company's DUNS Number or request a new DUNS Number.

Already Registered? - Sign-in to iUpdate
iUpdate ID (Your Email Address)
Password *See Important Alert Below*



View assistance for SAM.gov

Username Password Log In
Forgot Username? Forgot Password? Create an Account

HOME SEARCH RECORDS DATA ACCESS CHECK STATUS ABOUT HELP

ALERT: If you are registering a new entity in SAM.gov, you must provide an original, signed [notarized letter](#) stating that you are the authorized Entity Administrator before your registration will be activated. Read our [FAQs](#) to learn more about this process change.

The System for Award Management (SAM) is an official website of the U.S. government. There is no cost to use SAM. You can use this site for FREE to:

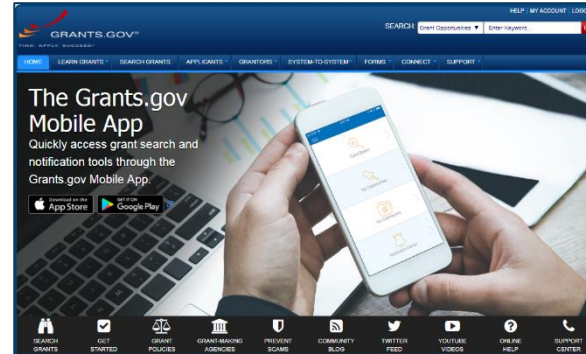
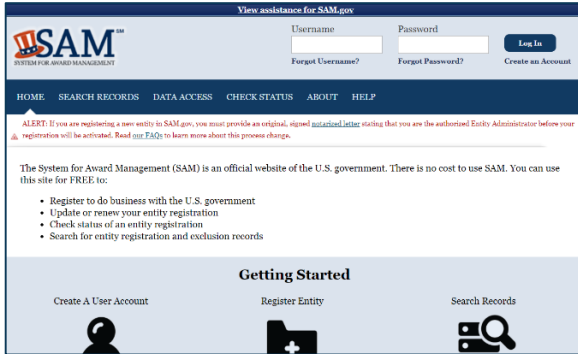
- Register to do business with the U.S. government
- Update or renew your entity registration
- Check status of an entity registration
- Search for entity registration and exclusion records

Getting Started

- Register with DNB at <http://fedgov.dnb.com/webform>
- Requires TIN from IRS and organization information
- You will be issued a **DUNS Number**
- ~1 – 2 business days
- Use DUNS to register with SAM at www.SAM.gov
- Establish E-Business Point of Contact (**EBiz POC**): Individual who oversees all activities for organization within Grants.gov and approves the AOR
- Establish Marketing Partner Identification Number (**MPIN**)
- ~7-10 business days after completely registering, including submitting notarized letter to SAM

Registration: Before Grants.gov

SAM and Grants.gov

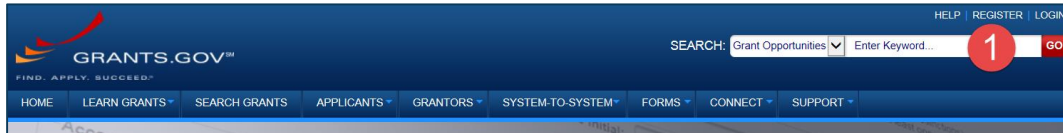


- Organization data, EBiz POC information, and MPIN are transferred from SAM to Grants.gov
- People within the organization are able to register with Grants.gov and then add a profile to associate with organization
- For the latest SAM.gov updates, go here: <https://www.gsa.gov/about-us/organization/federal-acquisition-service/office-of-systems-management/integrated-award-environment-iae/sam-update>
- **NOTE: SAM registration must be renewed annually**



Registration: Grants.gov Account

Accounts enable subscription management



GRANTS.GOVSM
FIND. APPLY. SUCCEED.SM

HOME | LEARN GRANTS | SEARCH GRANTS | APPLICANTS | GRANTORS | SYSTEM-TO-SYSTEM | FORMS | CONNECT | SUPPORT

Account Details:
*Last Name:
*Email Address:
*Phone Number:
*Username:
*Password:

REGISTER

Registering with Grants.gov
One account to manage all your profiles, applications, and subscriptions.

Applicants

1. Complete the **required form fields**.
2. **Confirm** your email address.
3. **Add** an organization applicant profile or individual an individual applicant profile after registering.


Learn more on the [Applicant Registration page](#).

Grantors

1. Complete the **required form fields**.
2. **Confirm** your email address.
3. Ask your **agency point of contact** to associate your email address with the agency.

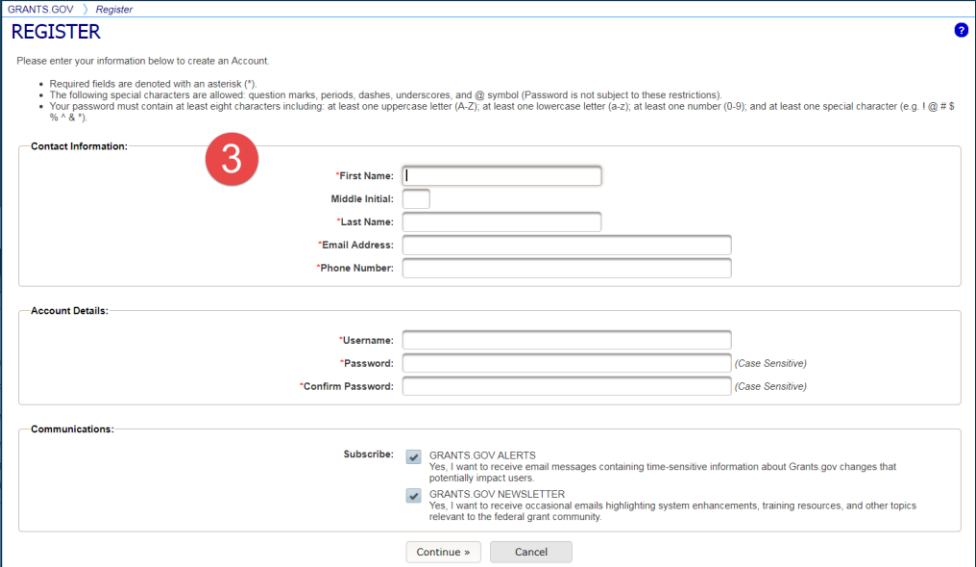
Learn more on the [Grantor Registration page](#).

[Get Registered Now »](#) **2**



[R16.1] How to Register With Grants.gov - FIN

TO ADD AN ORGANIZATION APPLICANT PROFILE, YOU WILL NEED TO PROVIDE YOUR ORGANIZATION'S DUNS NUMBER



GRANTS.GOV | Register

REGISTER

Please enter your information below to create an Account.

- Required fields are denoted with an asterisk (*).
- The following special characters are allowed: question marks, periods, dashes, underscores, and @ symbol (Password is not subject to these restrictions).
- Your password must contain at least eight characters including: at least one uppercase letter (A-Z), at least one lowercase letter (a-z), at least one number (0-9), and at least one special character (e.g. ! @ # % ^ & *).

Contact Information:

*First Name:
Middle Initial:
*Last Name:
*Email Address:
*Phone Number:

Account Details:

*Username:
*Password: (Case Sensitive)
*Confirm Password: (Case Sensitive)

Communications:

Subscribe: GRANTS.GOV ALERTS
Yes, I want to receive email messages containing time-sensitive information about Grants.gov changes that potentially impact users.

GRANTS.GOV NEWSLETTER
Yes, I want to receive occasional emails highlighting system enhancements, training resources, and other topics relevant to the federal grant community.

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GRANTS.GOV Applicant Support
1-800-518-4726
support@grants.gov

Registration: Add Profile, Get Roles

Profile associates you with organization. EBiz POC assigns roles to your profile.

GRANTS.GOV > Register

REGISTER



Congratulations! Your Grants.gov Account was successfully created.

If needed, you can add Applicant Profile(s) to your Account now. However, if you do not need a Profile or prefer to add your Profile(s) later, you can Continue to your Grants.gov logged in features.

How would you like to proceed?

- Continue** - Skip adding a profile at this time
- Add Organization Applicant Profile** - Affiliates you with an Organization and with additional access allows you to apply for Opportunities on behalf of the Organization
- Add Individual Applicant Profile**- Allows you to apply for Opportunities on your own behalf

Please complete to Add an Organization Profile and click Save:

*DUNS:

*Profile Name:

*Job Title:

Save



Registration: Grants.gov Roles

EBiz Point of Contact, AOR role, Workspace Manager role

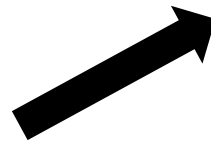


Each **organization** has one EBiz POC

EBiz POCs assigned in SAM.gov

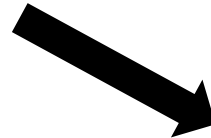


EBiz POC assigns roles:
AOR or Workspace Manager



Users with **Standard AOR role** can submit applications

One organization can have many users with AOR role



Users with **Workspace Manager role** can create workspaces

Applying with Workspace

What Is Grants.gov Workspace?



Workspace enhances Grants.gov application functionality by providing a shared, online environment to collaboratively complete and submit grant applications

- Multiple users concurrently complete application forms
- Reuse/Copy existing Workspace forms
- Upfront validation allows applicants to correct application errors prior to submission, which minimizes rejection rate
- Seamless integration between online web forms & offline PDF forms
- Collaborate with Users External to Your Organization
- Changes by grantor to the Opportunity Package are immediately reflected in Workspace

Getting Started with Workspace

Grants.gov Workspace also allows applicants and organizations to tailor their application workflow. Here are three approaches that applicants can take when completing a Workspace application:

Basic	Intermediate	Advanced
<ul style="list-style-type: none">+ Best for organizations with 1-2 registered Grants.gov users+ Application forms are downloaded and emailed to collaborators before being uploaded back to the workspace <p>LEARN MORE ></p>	<ul style="list-style-type: none">+ Best for organizations with 3-5 registered Grants.gov users+ Applicant teams are typically comprised of an AOR who submits, as well as a Workspace Owner who oversees form completion <p>LEARN MORE ></p>	<ul style="list-style-type: none">+ Best for organizations with external Grants.gov users, such as consultants+ Workspace Owner manages form access+ Workspace Owner adds subforms <p>LEARN MORE ></p>

Using Custom Roles in Workspace

Organizations are also able to create custom roles and assign these roles to the users affiliated with their organization.

[LEARN MORE >](#)

For more information, visit: <https://www.grants.gov/web/grants/applicants/workspace-overview.html>

Learn more about Grants.gov

To learn more about Grants.gov, attend Breakout Session I

“Grants.gov: New Applicant Deep Dive” @ 10:45 am – 12:00 pm

GRANTS.GOV > Applicants > Manage Workspace

MANAGE WORKSPACE

Created Fill Out Forms Complete and Notify AOR Submit Agency Received «Back ?

VIDEO-SUBFORMS - PKG00034725
Training Video for Sub-Forms Access
QA AGENCY

Application Filing Name: Training Example Workspace [Edit Name]
Workspace ID: WS00015297
Workspace Status: In Progress
Opening Date: May 08, 2017
AOR Status: Workspace has AOR
Last Submitted Date: ---
Closing Date: May 06, 2019
Workspace Owner: Thomas Jefferson
SAM Expiration Date: Aug 20, 2020
DUNS: 00000000000000

FORMS VIEW APPLICATION ATTACHMENTS PARTICIPANTS ACTIVITY DETAILS PREVIEW GRANTOR VALIDATION

Workspace Actions:

Check Application Sign and Submit Delete

Application Package Forms - Users are encouraged to follow [antivirus best practices](#) when Downloading Instructions and Forms: Download Instructions > ?

Include in Package	Form Name (Click to Edit)	Requirement	Form Status	Last Updated Date/Time	Locked By	Actions
<input checked="" type="checkbox"/>	SF424 (R & R) [V2.0]	Mandatory	In Progress [Locked]	Apr 10, 2018 10:42:41 PM EDT	Thomas Jefferson	Unlock Download Upload Reuse Webform
<input type="checkbox"/>	PHS 398 Modular Budget [V1.2]	Optional	---	---	---	Lock Download Upload Reuse Webform
<input checked="" type="checkbox"/>	PHS 398 Training Subaward Budget Attachment(s) Form [V2.0]	Optional	In Progress	Apr 10, 2018 10:40:50 PM EDT	---	Lock Download Upload Reuse Webform
Go To Subforms (1)						
<input type="checkbox"/>	Research & Related Budget [V1.4]	Optional	---	---	---	Lock Download Upload Reuse Webform

Release Highlights from FY 2018

- Enhanced subscription management features, including one-click subscribe and an improved saved search
- Streamlined workspace creation and form reuse features
- Enhanced password reset process for updated security
- Organizations can now create custom roles for their users
- Attachments can now be viewed alongside forms within the View Application tab
- The Grants.gov Discussion Forum was launched
- The Related Submissions feature allows applicants to associate revised or resubmitted applications

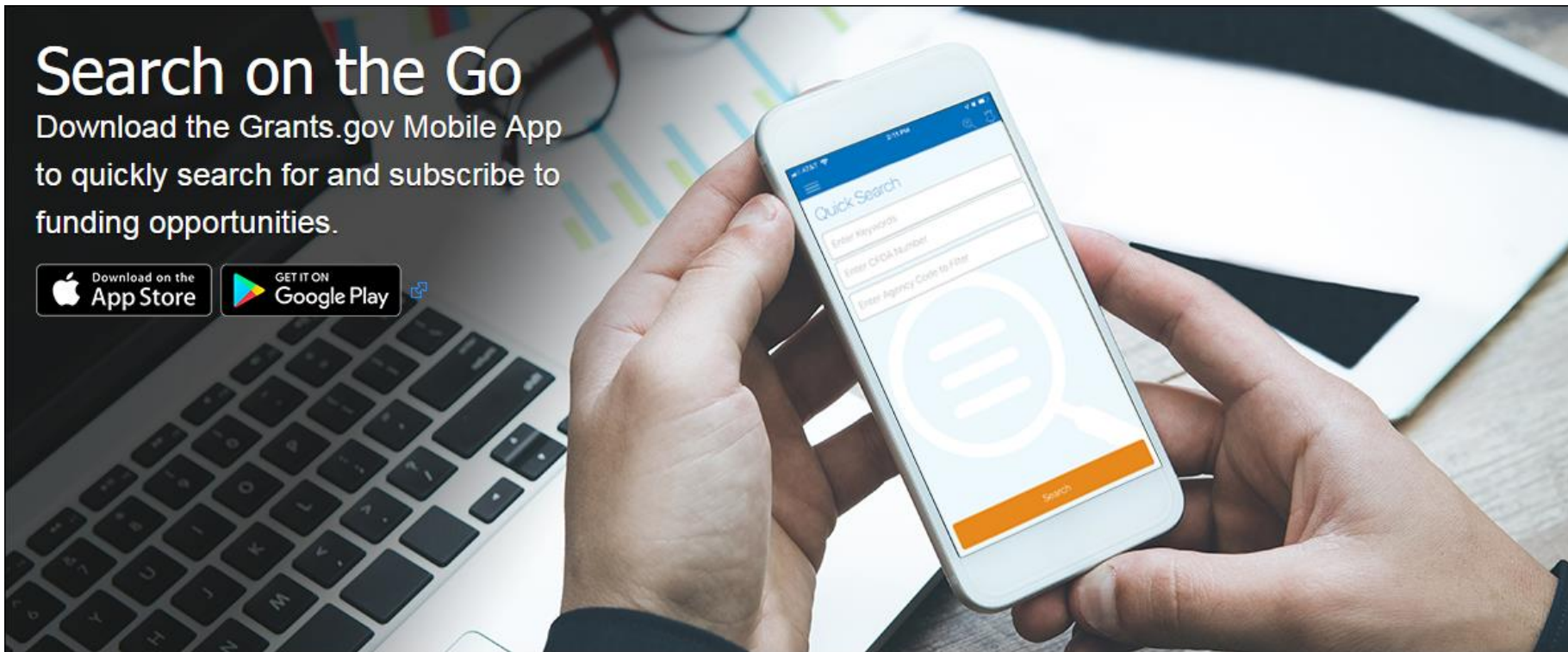
For detailed information, Release Notes are available at:

<https://www.grants.gov/web/grants/support/releases.html>

Grants.gov Mobile App – October 2018

Search on the Go

Download the Grants.gov Mobile App to quickly search for and subscribe to funding opportunities.



Grants.gov Mobile App Update – October 2018

- Mobile app launched in April 2018 for Android and Apple phones
- New features available October 2018
- Installations: ~71,000 (as of October 2018)
 - Android: ~47,000
 - Apple: ~24,000
- Learn more about the mobile app:
<https://blog.grants.gov/2018/04/24/download-the-grants-gov-mobile-app/>



Grants.gov Mobile App Features

- The Grants.gov Mobile App allows users to search, view, and share opportunities. Features include:
 - Quick Search
 - Locate posted opportunities by keyword, CFDA, Agency
 - Easily share opportunities
 - Add event reminders for package Closing Dates to your phone's calendar
 - Track submission status by entering your Grants.gov Tracking Number
 - Quick access to Grants.gov's Community Blog, Twitter and YouTube training videos
- Login with your Grants.gov credentials to access additional features:
 - My Opportunities
 - View opportunities & corresponding subscriptions
 - Add new opportunity subscriptions
 - My Submissions
 - View latest submissions & submission details
 - Notification Center
 - Notifications sent to mobile phone
 - View latest notifications

Grants.gov Transformation

“The Grants.gov Transformation project will transform and modernize the Grants.gov system – setting the next generation of Grants.gov with evolved technologies and standards.”

What will Transformation focus on?

- Developing a **shared service** to reduce duplicate functionality.
- **Transforming** and modernizing the system.
- Building a **modular, open platform** to enable rapid and cost-effective future expansion.
- **Simplifying** and improving the grant application and reporting process.
- Ensuring the **security and privacy** of applicant information.
- Migrating Grants.gov to a **cloud hosting** environment.
- Meeting **new functional and compliance requirements**.
- **Improve coordination** among grant making agencies.
- Make the application and reporting process **more consistent** for people and organizations seeking Federal awards.

Grants.gov Transformation Goals

- **Simplify Application Process:** Minimize the amount of time required for an applicant to apply for a grant by simplifying the process, reducing data entry, and increasing access to grant opportunities.
- **Improve Transparency:** Improve support for discretionary, continuation, and mandatory grants by providing enhanced Opportunity Planning capabilities and providing applicants with improved visibility into the award status after submitting an application.
- **Improve the Quality of Applications:** Improve the data validation for grant applications, thereby reducing submission errors and improving the quality of applications received by grantors.
- **Reduce the burden on applicants** by providing a single reporting portal for uploading post-award reports.
- **Connect Applicants to Relevant Opportunities:** Improve the ability for Grants.gov to connect applicants to grant opportunities for which they are qualified for and have interest.

Connect with Grants.gov

Applicant Support Center available 24/7 (closed on Federal holidays)

support@grants.gov | 1-800-518-4726 (toll-free) | 1-606-545-5035 (international)



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