

An Introduction to Grants.gov

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Teaching American History
Program

U.S. Department of Education

January 31, 2007

What is Grants.gov

- A **NEW** e-government Initiative in the President's Management Agenda
- A **NEW** single portal for all federal grant customers
- A **NEW** way to FIND, APPLY and ultimately MANAGE grants online

www.grants.gov

Using Grants.gov

- Start **NOW** and Submit **EARLY!**
- Complete a 3-step registration process
Allow 3-5 business days for the entire registration process.

Get Registered

The Grants.gov registration process involves three basic steps.

1. Register your LEA
2. Register yourself as an Authorized Organization Representative (AOR)
3. Get authorized as an AOR by your LEA

The Grants.gov registration process takes **3-5 business days** to complete.

You do not have to register with Grants.gov if you only want to find grant opportunities.

Get Your LEA Registered

1. To register, your LEA will need to obtain a DUNS Number. If your LEA doesn't have one, you can call **1-800-386-6820**.

2. Your LEA must register with the Central Contractor Registry (CCR) at <http://www.ccr.gov>. Your LEA must have a DUNS number to register with CCR.

3. Your LEA must register with the credential service provider, Operational Research Consultants (ORC). You will need a DUNS number to establish a username and password at the ORC website at <http://apply.grants.gov/OrcRegister>.

Is Your LEA Already Registered?

Many LEAs have already applied for other federal grants using Grants.gov, and so have already completed this registration process.

Be sure to check your LEA's registration status to avoid extra work and confusion!

Get Yourself Registered

1. Use your LEA's ORC username and password to register yourself on grants.gov as the Authorized Organization Representative. (AOR)
2. The E-Business Point of Contact at your LEA will receive your registration from Grants.gov. The E-Business Point of Contact will then authorize you as an AOR.
3. You are now ready to submit your application.

Pure Edge Viewer

- Applicants must have the Pure Edge Viewer software to view information on Grants.gov.
- This software is **FREE** and can be downloaded from the Grants.gov website.

FIND the Application

Use the following steps to find the Teaching American History(TAH) application:

- ✓ Grants.gov
- ✓ Find Grant Opportunities (on the left)
- ✓ Search Grant Opportunities
- ✓ Advanced Search
- ✓ In the key word search, type Teaching American History.

The TAH application will be the first on the list, select that title.

FIND the Application

- How to Apply (across the top of the page)
- Download
- At the bottom of the page, you will find the Application Package **AND** the Application Instructions. These are two separate folders and you should download **BOTH** folders. The application Package is a complete PDF file of the entire package. The Application Instructions contain all the mandatory forms you will need to submit and the forms you will use to upload your application narrative.

FIND the Application

- You may download both folders to your desktop or some place on your computer. You may then work offline and save and submit the application when you are finished.

Submit Save Print Cancel Check Package for Errors



Grant Application Package

Opportunity Title:	Teaching American History Grant Program CFDA 84.215X
Offering Agency:	U.S. Department of Education
CFDA Number:	84.215
CFDA Description:	Fund for the Improvement of Education
Opportunity Number:	ED-GRANTS-010807-001
Competition ID:	84.215X2007-2
Opportunity Open Date:	01/08/2007
Opportunity Close Date:	03/09/2007
Agency Contact:	Alex Stein ED Program Specialist E-mail: alex.stein@ed.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: [Redacted]

Mandatory Documents

- Application for Federal Assistance (SF-424)
- Faith Based EEO Survey
- Other Attachments Form
- Project Narrative Attachment Form
- Budget Narrative Attachment Form
- ED Attachment Form

Move Form to Submission List

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Move Form to Documents List

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Mandatory Completed Documents for Submission

Open Form

Open Form

http://apply.grants.gov/opportunities/packages/oppED-GRANTS-010807-001-cfda84.215-cid84-215X200 - Microsoft Internet Explorer p

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print Copy Paste Undo Redo

Address http://apply.grants.gov/opportunities/packages/oppED-GRANTS-010807-001-cfda84.215-cid84-215X2007-2.xfd Go

100% PureEdge POWERED

Close Form

Abstract

The abstract narrative must not exceed one page and should use language that will be understood by a range of audiences. For all projects, include the project title (if applicable), goals, expected outcomes and contributions for research, policy, practice, etc. Include population to be served, as appropriate. For research applications, also include the following:

- Theoretical and conceptual background of the study (i.e., prior research that this investigation builds upon and that provides a compelling rationale for this study)
- Research issues, hypotheses and questions being addressed
- Study design including a brief description of the sample including sample size, methods, principals dependent, independent, and control variables, and the approach to data analysis.

[Note: For a non-electronic submission, include the name and address of your organization and the name, phone number and e-mail address of the contact person for this project.]

You must attach one and only one file to this page.

* Attachment:

Using Grants.gov

Helpful Hints

- Start **NOW**, begin preparing your application so you can submit before the closing date
- Avoid delays by submitting **EARLY**
- Applicants may experience longer than usual delays on **March 9, 2007!**

Using Grants.gov

Helpful Hints

- KNOW YOUR COMPUTER!!!
- Slow internet connectivity or dial-up connections could lead to longer than normal download or uploads

Using Grants.gov

Helpful Hints

- Applicants **MUST** submit electronically before 4:30 pm, Washington, DC time on March 9, 2007.
- There is no grace period for late submission. **WE DO NOT ACCEPT LATE APPLICATIONS!!**

Using Grants.gov

Helpful Hints

IMPORTANT: Grants.gov **TIME** and **DATE** stamps all applications when the upload is **FINISHED!** The time it takes to upload an application will vary.

**Submit
EARLY!**

Using Grants.gov

Helpful Hints

- Applicants will receive a time and date stamped email notification confirming receipt of application with an assigned tracking number from Grants.gov.
- Applicants will receive a second email from Grants.gov notifying them that the application has been validated and is ready for the Department's interface to receive it.

Using Grants.gov

Helpful Hints

- If the application is successfully received and validated by the Department, the applicant receives an email with the assigned PR Award No.
- If the application is received after **4:30 pm** on the closing date or validation is not successful, the applicant will receive an email message stating that the application will not be processed.

On-line support is available at:
<http://www.grants.gov/Customersupport>

For phone assistance call:
1-800-518-4726

www.Grants.gov

DON'T WAIT

until the closing date...

It might be **too late!**

