

# Grants.gov Guide



**COMMUNITY  
CHANGE GRANTS**

**Environmental and Climate Justice**

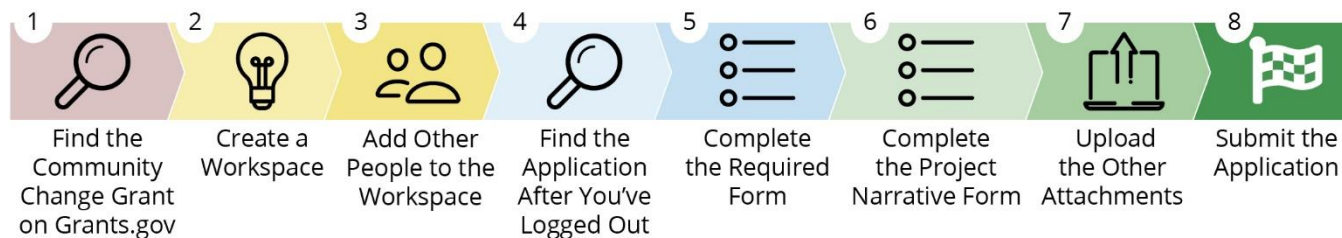
U.S. Environmental Protection Agency



Purpose: This worksheet shows you how to submit an application to the Community Change Grants program using the workspaces on Grants.gov. It takes you step by step through the process with screenshots of what you can expect to see at each step of the process. In order to use Grants.gov you must have usernames and passwords for Login.gov, SAM.gov, and Grants.gov. If you do not have these accounts yet, first go to SAM.gov and create an account. See the [SAM.gov](#) and [Grants.gov checklists](#) and the [Registering to Apply for a Grant fact sheet](#).

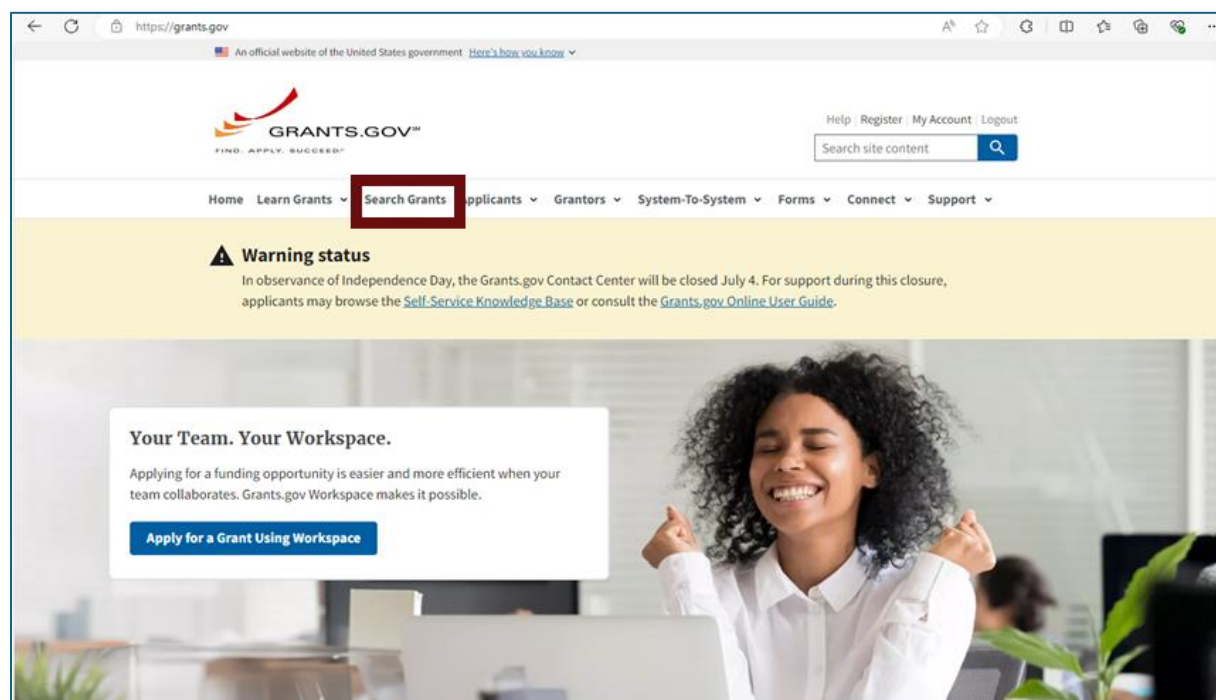
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## Step 1: Find the Community Change Grant on Grants.gov

- Go to Grants.gov and click Search Grants.





- A page where you can search for grants will load. Under Opportunity Status, Forecasted and Posted are selected. You can leave these as the default or unselect Forecasted. Enter “community change” into the Keyword(s): box under BASIC SEARCH CRITERIA and click Search.

<https://grants.gov/search-grants>

An official website of the United States government [Here's how you know](#)

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Help | Register | My Account | Logout

Search site content

Home | Learn Grants | **Search Grants** | Applicants | Grantors | System-To-System | Forms | Connect | Support

## SEARCH GRANTS

[Search Tips](#) [Export Results](#)

**BASIC SEARCH CRITERIA:**

Keyword(s):

Opportunity Number:

CFDA:

**Search**

**OPPORTUNITY STATUS:**

☒ Forecasted (438)

☒ Posted (2,476)

☐ Closed (7,412)

**SORT BY:**

Posted Date (Descending)

**DATE RANGE:**

All Available

1 2 3 4 ... 98 Next


Opportunity Number	Opportunity Title	Agency	Opportunity Status	Posted Date	Close Date
<a href="#">72061324RFA00001</a>	Scaling Up Prevention, Oversight, Reach and Treatment of Tuberculosis in Zimbabwe (SUPPORT-TB) Activity	USAID-ZIM	Posted	06/28/2024	07/31/2024
<a href="#">PGO-MRT-FY2023</a>	PGO Request for SSH Proposals	DOS-MRT	Posted	06/28/2024	08/06/2024
	USAID Global Information Integrity				



- In the table of search results that loads, scroll down to and click on EPA-R-OEJECR-OCS-23-04.

← ↻ https://grants.gov/search-grants

An official website of the United States government [Here's how you know](#)

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Help | Register | My Account | Logout

Search site content

Home Learn Grants **Search Grants** Applicants Grantors System-To-System Forms Connect Support

## SEARCH GRANTS

[Search Tips](#) [Export Results](#)

**BASIC SEARCH CRITERIA:**

Keyword(s):

Opportunity Number:

CFDA:

**OPPORTUNITY STATUS:**

☒ Forecasted (266)

☒ Posted (1,283)

**SORT BY:** Relevance (Descending)

**DATE RANGE:** All Available

1 2 3 4 ... 52 Next

Opportunity Number	Opportunity Title	Agency	Opportunity Status	Posted Date	Close Date
<a href="#">EPA-R-OEJECR-OCS-23-04</a>	Environmental and Climate Justice Community Change Grants Program	EPA	Posted	11/21/2023	11/21/2024
22-607	Building Synthetic Microbial Communities for Biology, Mitigating	NSF	Posted	06/24/2022	08/01/2024



## Step 2: Create a Workspace

□ A page with details on the grant opportunity will load. Click Apply. This will allow you to create a Workspace. Workspace is the standard way for organizations or individuals to apply for federal grants in Grants.gov. Workspace allows a grant team to access and edit different forms, online or offline, within an application.

The screenshot shows the Grants.gov website interface. At the top, there's a navigation bar with the Grants.gov logo, a search bar, and links for Help, Register, and Login. Below the navigation bar is a menu with links: Home, Learn Grants, Search Grants, Applicants, Grantors, System-To-System, Forms, Connect, and Support. The main content area is titled 'VIEW GRANT OPPORTUNITY' and displays the following information:

- Grant Number: EPA-R-OEJECR-OCS-23-04
- Program Name: Environmental and Climate Justice Community Change Grants Program
- Agency: Environmental Protection Agency

On the right side of the main content area, there are two red buttons: 'Apply' and 'Subscribe'. Below the main content area, there are four tabs: 'SYNOPSIS', 'VERSION HISTORY', 'RELATED DOCUMENTS', and 'PACKAGE'. The 'SYNOPSIS' tab is selected, showing the 'General Information' section. This section contains the following details:

Document Type:	Grants Notice	Version:	Synopsis 1
Funding Opportunity Number:	EPA-R-OEJECR-OCS-23-04	Posted Date:	Nov 21, 2023
Funding Opportunity Title:	Environmental and Climate Justice Community Change Grants Program	Last Updated Date:	Nov 21, 2023
		Original Closing Date for Applications:	Nov 21, 2024



□ The Apply Now Using Workspace page will load. The Funding Opportunity Number should be automatically populated. If not, enter EPA-R-OEJECR-OCS-23-04. Create an Application Filing Name, which is your project's workspace name. Then click Create Workspace.

apply07.grants.gov/apply/jsf/workspace/createWorkspace.faces?activityID=CreateWorkspace&cleanSession=1&oppld=351071

HELP | MY ACCOUNT | LOGOUT

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

GRANTS.GOV > Applicants > Apply Now Using Workspace

## APPLY NOW USING WORKSPACE

If you know the Funding Opportunity Number or the Opportunity Package ID for which you would like to create a Workspace, please enter it below. Otherwise, go to [Search Grants](#) to search open Opportunities.

Please enter Opportunity information:

Funding Opportunity Number: EPA-R-OEJECR-OCS-23-04

Opportunity Package ID:

Please enter required information for new Workspace:

\*Application Filing Name: CCG-TA

Create Workspace Cancel

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COMMUNITY: [USA.gov](#) [WhiteHouse.gov](#) [USAspending.gov](#) [SBA.gov](#) [SAM.gov](#) [Report Fraud](#)

[Frequently Asked Questions](#)





## Step 3: Add Other People to the Workspace.

□ You may want to add other people to the Workspace so they can help fill out and edit the application. On the Manage Workspace page, click on the Participants tab.

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

GRANTS.GOV > Applicants > Manage Workspace

### MANAGE WORKSPACE

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

**EPA-R-OEJECS-23-04 - PKG00283845**  
Environmental and Climate Justice  
Community Change Grants Program  
Environmental Protection Agency

Application Filing Name: CCG-TA [Edit Name]  
Workspace ID: WS01371487  
Workspace Status: In Progress  
Opening Date: Nov 21, 2023  
Closing Date: Nov 21, 2024  
AOR Status: Organization has AOR  
Last Submitted Date: ---  
Workspace Owner: [Redacted]  
SAM Expiration Date: May 07, 2025  
UEI: [Redacted]

FORMS | VIEW APPLICATION | ATTACHMENTS | **PARTICIPANTS** | ACTIVITY | DETAILS

Click to view workspace participants

Workspace Actions:

Check Application Complete and Notify AOR 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
--------------------	---------------------------	-------------	-------------	------------------------	-----------	---------



# Grants.gov Guide



□ On the Participants tab, people can be added by using their Grants.gov username or email address. If they do not have a Grants.gov account, they must create one before you are able to add them to the workspace, Click on Add by Username or Email Address.

The screenshot shows the Grants.gov 'MANAGE WORKSPACE' interface. The 'PARTICIPANTS' tab is selected. A red box highlights the 'Add by Username or Email Address' button. Below the button is a table of workspace participants.

**Workspace Participants:**

Username	Participant Name	Phone Number	Email Address	Form Access	Authorized to Submit	Actions
fayolajumn	Fayola Jacobs	6124607763	[REDACTED]	All	No	Remove   Make Owner   Manage Access

1-1 of 1 Records



- Enter the person's username or email address into the popup that appears, then click Search.

The screenshot shows the Grants.gov 'MANAGE WORKSPACE' interface. A modal titled 'Add Participant by Username or Email Address' is open. The modal contains a text input field for 'Username' and a 'Search' button, which is highlighted with a red rectangle. Below the input field are radio buttons for 'Username' (selected) and 'Email Address'. The background page shows the workspace details for 'EPA-R-OEJECSR-OCS-23-04 - PKG00283845' and a table of workspace participants.

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GRANTS.GOV > Applicants > Manage Workspace

**MANAGE WORKSPACE**

Created | Fill Out Forms | Complete and Notify AOR | Submit | Agency Received

EPA-R-OEJECSR-OCS-23-04 - PKG00283845  
Environmental and Climate Justice  
Community Change Grants Program  
Environmental Protection Agency

Application Filing Name: CCG-TA [Edit Name]  
Workspace ID: WS01371487  
Workspace Status: New  
Opening Date: Nov 21, 2023  
Closing Date: Nov 21, 2024  
UEI: [REDACTED]

FORMS | VIEW APPLICATION | ACTIONS

**Workspace Participants:**

1-1 of 1 Records

Username	Participant Name
fayolaj.umn	Fayola Jacobs

1-1 of 1 Records

Save | Cancel

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HEALTH & HUMAN SERVICES: HHS.gov | EEOC / No Fear Act | Accessibility | Privacy | Disclaimers | Site Map

COMMUNITY: USA.gov | WhiteHouse.gov | USAspending.gov | SBA.gov | SAM.gov | Report Fraud

Frequently Asked Questions



□ If you are sure the person has a Grants.gov account, double check the email address or username. Once you find the right person, select whether to give them access to All Forms including Budget or Non-Budget Forms. If they will not be working on the budget forms, giving them access may not be necessary. Click Save.

The screenshot shows the Grants.gov 'MANAGE WORKSPACE' interface. The main page displays application details for 'EPA-R-OEJECR-OCS-23-04 - PKG00283845' and a list of workspace participants. A modal window titled 'Add Participant by Username or Email Address' is open, prompting the user to enter a username or email address and specify form access. The 'Username' field is filled with 'fayolaj.umn' and the 'Form Access' is set to 'All Forms including Budget'. The 'Save' button is highlighted with a red box.

**MANAGE WORKSPACE**

Created | Fill Out Forms | Complete and Notify AOR | Submit | Agency Received

EPA-R-OEJECR-OCS-23-04 - PKG00283845  
Environmental and Climate Justice  
Community Change Grants Program  
Environmental Protection Agency

Application Filing Name: CCG-TA [Edit Name]  
Workspace ID: WS01371487  
Workspace Status: New  
Opening Date: Nov 21, 2023  
Closing Date: Nov 21, 2024  
UEI: [REDACTED]

**Add Participant by Username or Email Address**

Please enter Username or Email Address and click Search, then specify Form Access:

☒ Username ☐ Email Address

Username: fayolaj.umn Search

Name: [REDACTED]  
Email Address: [REDACTED]

\*Form Access: ☒ All Forms including Budget ☐ Non-Budget Forms

Save Cancel



□ On the Forms tab, there is a list of forms that should be included in the application, whether they're required, the status, when they were last updated, and who they were locked by. Each form listed in the CCG application's Workspace is required for the application: Application for Federal Assistance (SF-424); Budget Information for Non-Construction Programs; EPA Key Contacts Form 5700-54; EPA Preaward Compliance Review Report Form 4700-4; and Project Narrative Attachment Form. **Please note that there is no dedicated form on the list to upload the documentation to demonstrate that your Lead Organization or Statutory Partner is a non-profit as required in Section III.A of the Notice of Funding Opportunity (NOFO). There are also no dedicated forms for each of the attachments (Attachments A-G for Track I and Attachments A-C for Track II). These are still required, and you will upload them under the Other Attachments form.**

Anyone added to the Workspace can lock a form to prevent anyone else from editing it. The form can only be unlocked by the user who locked it. You may download the forms to fill out offline and upload the form that you've filled out, reuse the form from another application, or fill out the form online by selecting Webform.

**MANAGE WORKSPACE**

Application Filing Name: CCG-TA [Edit Name]  
 Workspace ID: W501371487  
 AOR Status: Organization has AOR  
 Workspace Owner: [Redacted]

Workspace Status: New  
 Last Submitted Date: ---  
 SAM Expiration Date: May 07, 2025

Opening Date: Nov 21, 2023  
 Closing Date: Nov 21, 2024  
 UER: [Redacted]

**Forms** | VIEW APPLICATION | ATTACHMENTS | PARTICIPANTS | ACTIVITY | DETAILS

Workspace Actions: [Check Application] [Complete and Notify AOR] [Delete]

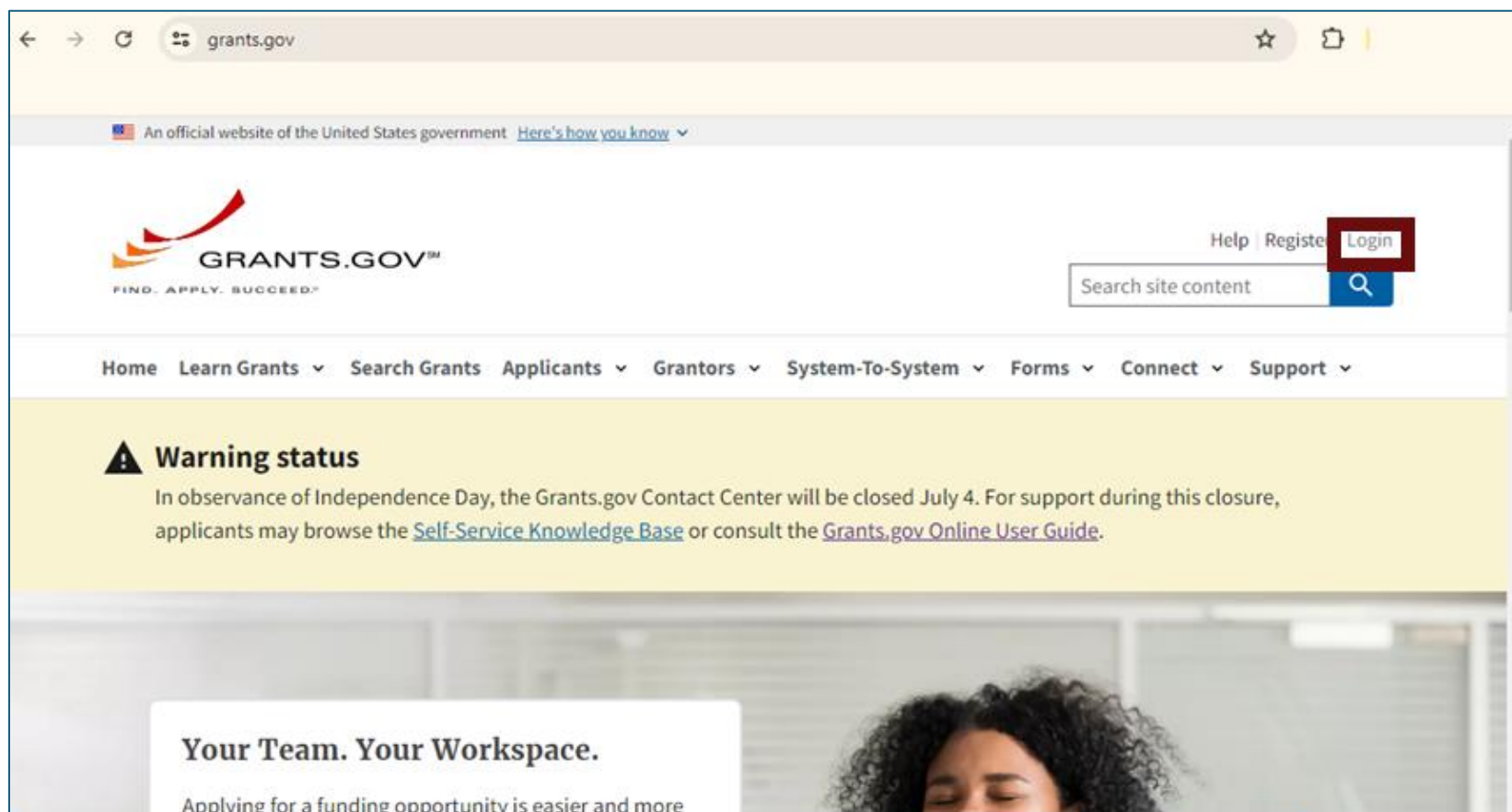
Application Package Forms - Users are encouraged to follow antivirus best practices when downloading instructions and forms. [Download Instructions]

Include in Package	Form Name (Click to Edit)	Requirement	Form Status	Last Updated Date/Time	Locked By	Actions
<input checked="" type="checkbox"/>	Application for Federal Assistance (SF-424) [V4.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA Form 4700-4 [V5.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Project Narrative Attachment Form [V1.2]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA KEY CONTACTS FORM [V2.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Budget Information for Non-Construction Programs (SF-424A) [V1.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Other Attachments Form [V1.2]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform



## Step 4: Find the Application After You Have Logged Out

□ Quite often, at some point during Steps 1 to 3, the system may automatically log you out of Grants.gov. If this happens at, log back into the system and find your application. To do this, go to Grants.gov and select Login in the top, right corner.



# Grants.gov Guide



□ On the Login page, select Login.gov

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

GRANTS.GOV > Login

## LOGIN

Applicants: Use the Login.gov option below.

If you do not have a Grants.gov username and password, please [register for an applicant account](#). You will be prompted to link your Grants.gov account to a Login.gov account.

Grantors: Login with the method required by your agency.

For more information about login options, refer to [Grants.gov Online Help: Login and My Account](#).

**LOGIN.GOV**

Click to login as Login.Gov User

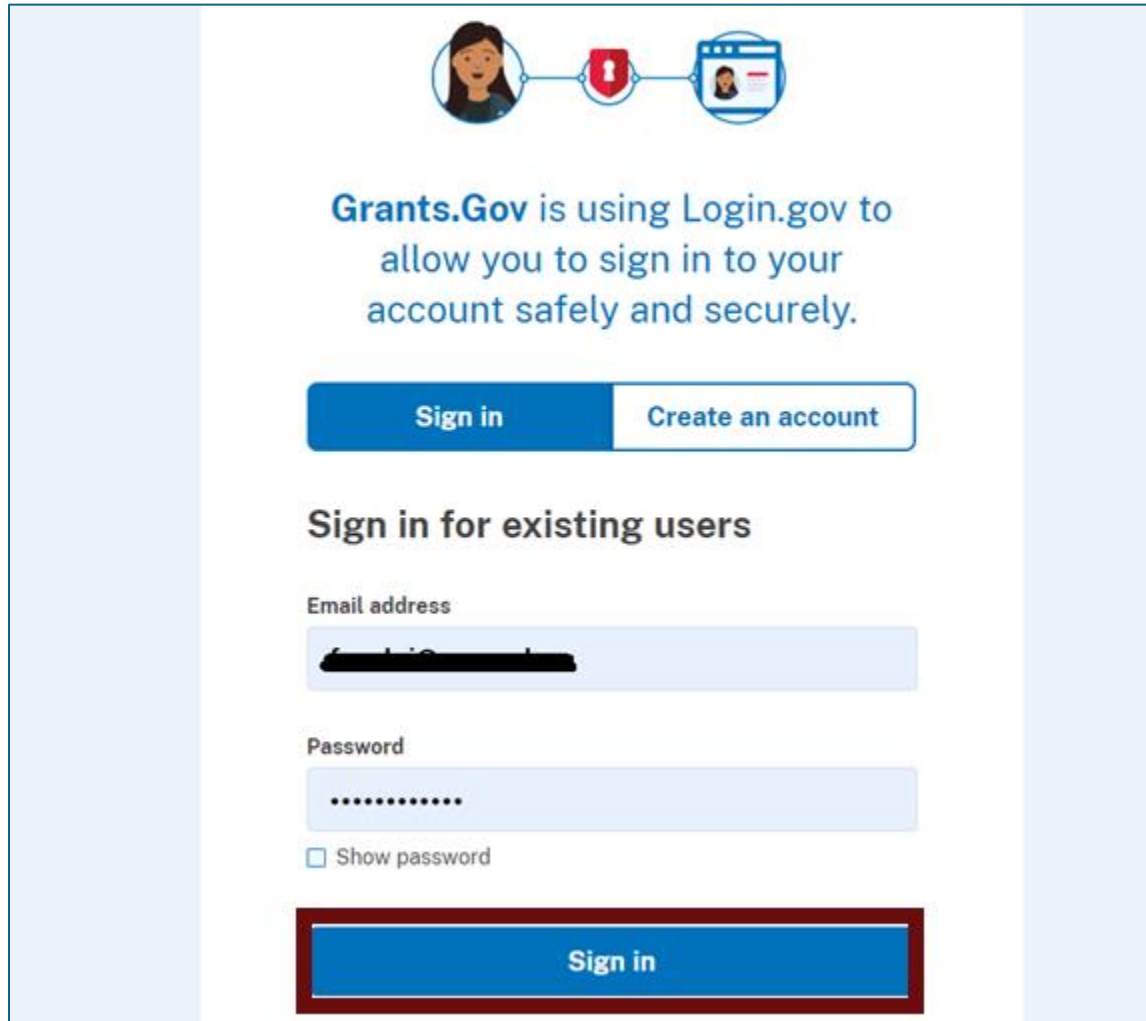
**PIV / CAC**  
For Federal Users - Insert  
PIV / CAC Card

**AMS**  
For HHS Grantors

Looking for EBiz Login?



- Enter your Login.gov email address and password. Then click Sign in.



The image shows the Grants.gov sign-in page. At the top, there is a header with three icons: a person, a shield, and a document. Below this, the text reads: "Grants.Gov is using Login.gov to allow you to sign in to your account safely and securely." There are two buttons: "Sign in" and "Create an account". Below these buttons, the text "Sign in for existing users" is displayed. There are two input fields: "Email address" and "Password". The "Email address" field contains a redacted email address. The "Password" field contains a redacted password. Below the password field, there is a checkbox labeled "Show password". At the bottom, there is a large blue button labeled "Sign in" which is highlighted with a red border.

Grants.Gov is using Login.gov to allow you to sign in to your account safely and securely.

[Sign in](#) [Create an account](#)

**Sign in for existing users**

Email address

Password

☐ Show password

[Sign in](#)





- On the Applicant Center page, click on Manage Workspaces under Grant applications in the left-hand panel.

The screenshot shows the Grants.gov Applicant Center interface. At the top, there's a navigation bar with links like HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS (selected), GRANTORS, SYSTEM-TO-SYSTEM, FORMS, CONNECT, and SUPPORT. Below this, the page title is 'APPLICANT CENTER'. On the left, a sidebar lists various options under 'GRANT APPLICATIONS', with 'Manage Workspaces' highlighted. The main content area features three primary sections: 'APPLY USING WORKSPACE' with a red warning icon and a button to 'Browse the Approaches to Workspace'; 'OFFICIAL GRANTS.GOV MOBILE APP' with buttons to download from the App Store and Google Play; and 'GRANTS.GOV TRAINING RESOURCES AND VIDEOS' with a button to 'Browse the Applicant Training Resources'. A small user profile icon is visible in the bottom right corner of the page.



- On the Manage Workspaces page, make sure the Last Activity Date range includes the date of the last time you updated the application. If you have forgotten when the document was last edited, you can set your “From” date to be years ago. Then click Search.

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GRANTS.GOV > Applicants > Manage Workspaces

## MANAGE WORKSPACES

Please enter criteria and click Search:

Funding Opportunity Number:	<input type="text"/>	Workspace ID:	<input type="text"/>	Workspace Status: <input checked="" type="checkbox"/> New <input checked="" type="checkbox"/> In Progress <input checked="" type="checkbox"/> Ready for Submission <input checked="" type="checkbox"/> Submitted <input type="checkbox"/> Archived
Funding Opportunity Title:	<input type="text"/>	UEI:	<input type="text"/>	
Opportunity Package ID:	<input type="text"/>	Application Filing Name:	<input type="text"/>	
Workspace Owner:	<input type="text"/>	Last Activity Date: From:	<input type="text" value="04/01/2024"/>	
Grant Tracking Number:	<input type="text"/>	To:	<input type="text" value="07/01/2024"/>	



- In the search results that appear, click Manage next to the relevant workspace (check the Funding Opportunity Number and Application Filing Name Columns).

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GRANTS.GOV > Applicants > Manage Workspaces

## MANAGE WORKSPACES

Please enter criteria and click Search:

Funding Opportunity Number:  Workspace ID:  Workspace Status:

Funding Opportunity Title:  UEI:

Opportunity Package ID:  Application Filing Name:

Workspace Owner:  Last Activity Date: From:  To:

Grant Tracking Number:

☒ New  
☒ In Progress  
☒ Ready for Submission  
☒ Submitted  
☐ Archived

Search

**Results:** Export Detailed Data

1-1 of 1 Records

Workspace ID	UEI	Workspace Status	Funding Opportunity Number	Closing Date	Application Filing Name	Workspace Owner	Last Activity Date	Actions
WS01371487		In Progress	EPA-R-OEJECR-OCS-23-04	11/21/2024	CCG-TA		07/01/2024	<a href="#">Copy</a> <a href="#">Manage</a>

1-1 of 1 Records



## Step 5: Complete the Required Forms

You have two main options for filling out forms. Either download them to fill out in a PDF application on your computer or fill them out by using Webform online. After uploading a form, you may continue to edit it as a Webform, or you can download a Webform you've started to continue editing offline. Different methods can be used for each form.

### Step 5, Option 1: Download the Forms

❑ Click Download under Actions. You will be asked whether you want to lock the form, which can be useful if you have multiple users working on the application and want to ensure they are not working on the same form at the same time. Click Yes.

The screenshot shows the Grants.gov 'MANAGE WORKSPACE' interface. A 'Lock Form' dialog box is open, asking: 'If you plan to update this form, we recommend you lock it now. Do you want to lock this form?' with 'Yes' and 'No' buttons. The 'Yes' button is highlighted with a red box. Below the dialog is a table of 'Application Package Forms'.

Include in Package	Form Name (Click to Edit)	Requirement	Form Status	Last Updated Date/Time	Locked By	Actions
<input checked="" type="checkbox"/>	Application for Federal Assistance (SF-424) [V4.0]	Mandatory	---	---	---	Lock   <b>Download</b>   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA Form 4700-4 [V5.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Project Narrative Attachment Form [V1.2]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA KEY CONTACTS FORM [V2.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Budget Information for Non-Construction Programs (SF-424A) [V1.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Other Attachments Form [V1.2]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform



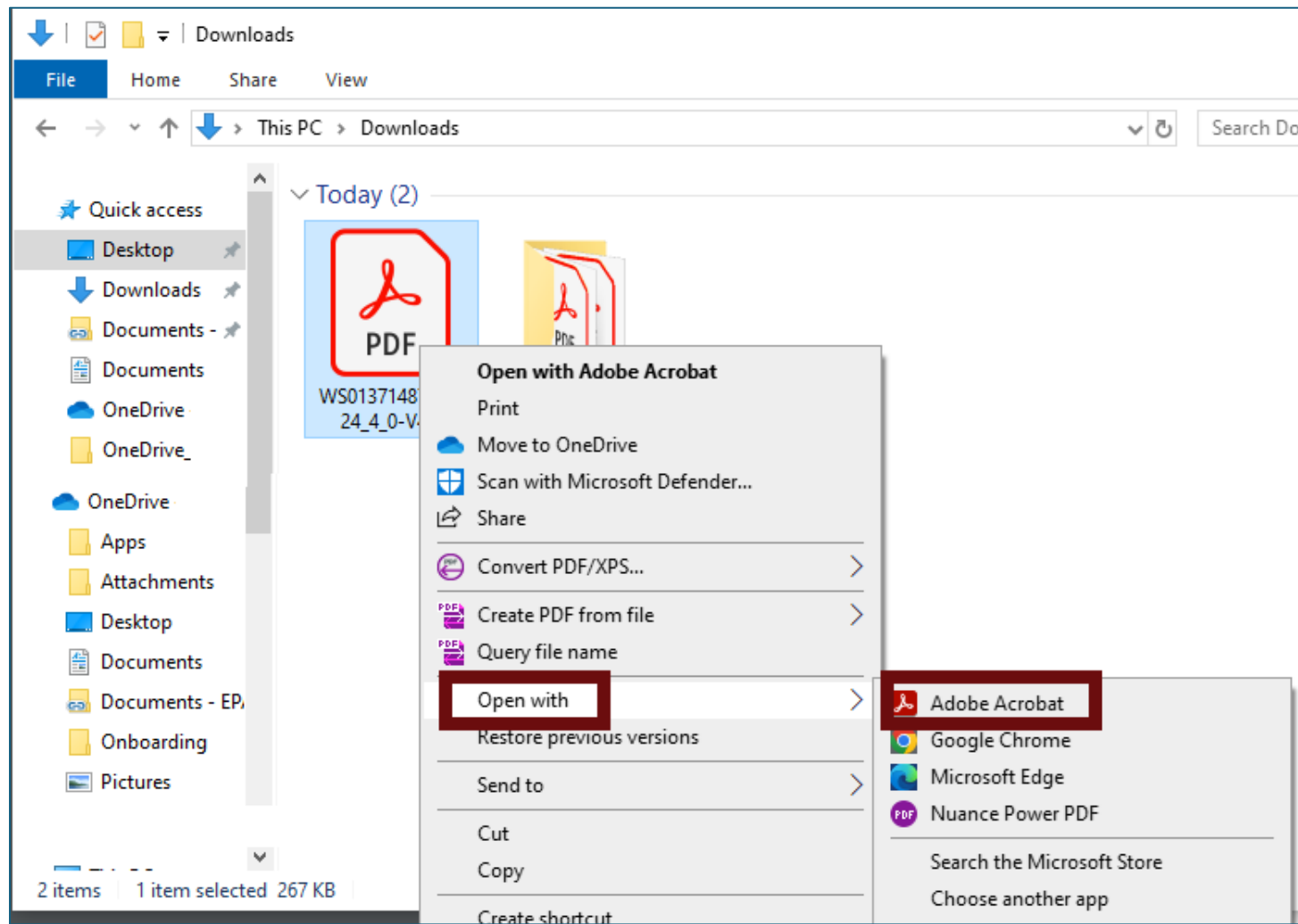
□ If you get the message below when attempting to open the form, go to your Downloads folder or to the folder where your downloads are saved.

The document you are trying to load requires Adobe Reader 8 or higher. You may not have the Adobe Reader installed or your viewing environment may not be properly configured to use Adobe Reader.

For information on how to install Adobe Reader and configure your viewing environment please see [http://www.adobe.com/go/pdf\\_forms\\_configure](http://www.adobe.com/go/pdf_forms_configure).



- Right click on the form you downloaded, go to Open with, and select Adobe Acrobat. If you do not have Adobe Acrobat installed on your computer, you may have to fill out the forms using Webforms, which is described later in this document.





- Once you have opened the file, read the Workspace Form instructions on the first page. Scroll down and note that required fields are highlighted in yellow with a red border.

<a href="#">View Burden Statement</a>		OMB Number: 4040-0004 Expiration Date: 11/30/2025
<b>Application for Federal Assistance SF-424</b>		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
<b>* 3. Date Received:</b> <input type="text"/> Completed by Grants.gov upon submission.	<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> <input type="text"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text"/>		<b>* c. UEI:</b> <input type="text"/>
<b>d. Address:</b>		
<b>* Street1:</b>	<input type="text"/>	
<b>Street2:</b>	<input type="text"/>	
<b>* City:</b>	<input type="text"/>	





- Fill out all required fields and optional fields, as necessary. When finished, click Check for Errors on the first page to note any errors and to correct them.

The screenshot shows the Grants.gov Workspace Form interface. At the top left is the Grants.gov logo. The title "WORKSPACE FORM" is centered at the top. On the top right, the contact information "1-800-518-4726" and "SUPPORT@GRANTS.GOV" is displayed. Below the header, a paragraph explains the form's purpose and how to use it. Another paragraph provides instructions on field highlighting (yellow for required, white for optional/completed) and error handling. A blue bar labeled "OPPORTUNITY & PACKAGE DETAILS:" is followed by the text "Opportunity Number: EPA-R-OEJECR-OCS-23-04". Below this, a list of form sections is visible on the left: "Oppor", "Oppor", "CFDA", "CFDA", "Comp", "Comp", "Open", and "Closin". On the right, the "Grants Program" section is partially visible. A JavaScript error dialog box is overlaid in the center, titled "Warning: JavaScript Window -". It contains a red 'X' icon and the text: "Application for Federal Assistance (SF-424)", "Type of Submission is required. Select one type of submission in accordance with agency instructions.", and "Organization Name is required. Enter the legal name of the applicant that will undertake the assistance activity." An "OK" button is at the bottom right of the dialog.

# Grants.gov Guide



- Once all errors are corrected, click Save on the first page of the form and save the form using an easily identifiable name in an easy to find folder. You can always Save the form and return to complete it later.
- Back on Grants.gov on the Forms tab under Actions, select Upload next to the relevant form.

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GRANTS.GOV > Applicants > Manage Workspace

## MANAGE WORKSPACE

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

**EPA-R-OEJECS-23-04 - PKG00283845**  
 Environmental and Climate Justice  
 Community Change Grants Program  
 Environmental Protection Agency

Application Filing Name: CCG-TA [Edit Name]  
 Workspace ID: WS01371487  
 AOR Status: Organization has AOR  
 Workspace Owner: [REDACTED]

Workspace Status: In Progress  
 Last Submitted Date: ---  
 SAM Expiration Date: May 07, 2025

Opening Date: Nov 21, 2023  
 Closing Date: Nov 21, 2024  
 UEI: [REDACTED]

FORMS | VIEW APPLICATION | ATTACHMENTS | PARTICIPANTS | ACTIVITY | DETAILS

Workspace Actions:

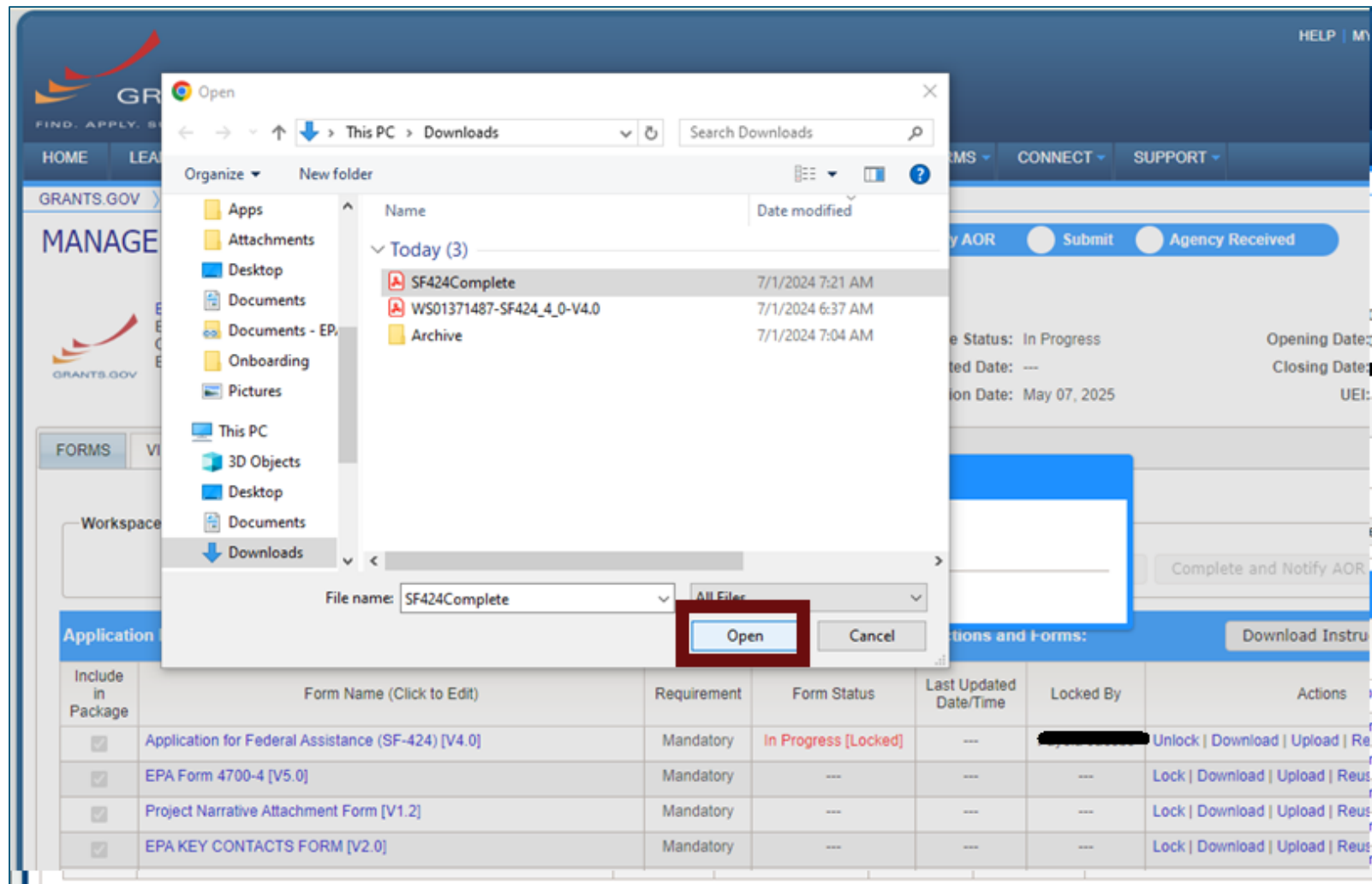
Check Application | Complete and Notify AOR | Delete

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"/>	<a href="#">Application for Federal Assistance (SF-424) [V4.0]</a>	Mandatory	In Progress [Locked]	---	[REDACTED]	Unlock   Download   <b>Upload</b>   Reuse   Webform
<input checked="" type="checkbox"/>	<a href="#">EPA Form 4700-4 [V5.0]</a>	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	<a href="#">Project Narrative Attachment Form [V1.2]</a>	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	<a href="#">EPA KEY CONTACTS FORM [V2.0]</a>	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	<a href="#">Budget Information for Non-Construction Programs (SF-424A) [V1.0]</a>	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	<a href="#">Other Attachments Form [V1.2]</a>	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform



- Next to Application Package Form, select Choose and navigate to the folder where you saved the form. Select the completed form and click on Open.



# Grants.gov Guide



- Click Upload.

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GRANTS.GOV > Applicants > Manage Workspace

## MANAGE WORKSPACE

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

**EPA-R-OEJEER-OCS-23-04 - PKG00283845**  
Environmental and Climate Justice  
Community Change Grants Program  
Environmental Protection Agency

Application Filing Name: CCG-TA [Edit Name]  
Workspace ID: WS01371487  
Workspace Status: In Progress  
Opening Date: Nov 21, 2023  
Closing Date: Nov 21, 2024  
AOR Status: Organization has AOR  
Last Submitted Date: ---  
Workspace Owner: [Redacted]  
SAM Expiration Date: May 07, 2025  
UEI: [Redacted]

FORMS | VIEW APPLICATION | ATTACHMENTS | PARTICIPANTS | ACTIVITY | DETAILS

Workspace Actions:

**Form Upload**

\*Application Package Form: + Choose

SF424Complete.pdf

**Upload** Cancel

and Notify AOR 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 type="checkbox"/>	Application for Federal Assistance (SF-424) [V4.0]	Mandatory	In Progress [Locked]	---	[Redacted]	Unlock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA Form 4700-4 [V5.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Project Narrative Attachment Form [V1.2]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA KEY CONTACTS FORM [V2.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Budget Information for Non-Construction Programs (SF-424A) [V1.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform



## Step 5, Option 2: Use Webforms

- Under Actions, Click Webform.

The screenshot shows the Grants.gov 'MANAGE WORKSPACE' page. At the top, there's a navigation bar with 'HOME', 'LEARN GRANTS', 'SEARCH GRANTS', 'APPLICANTS', 'GRANTORS', 'SYSTEM-TO-SYSTEM', 'FORMS', 'CONNECT', and 'SUPPORT'. Below this, a progress bar indicates the current stage: 'Created' (checked), 'Fill Out Forms' (active), 'Complete and Notify AOR', 'Submit', and 'Agency Received'. A yellow message box states 'Form successfully uploaded and unlocked'.

The workspace details for 'EPA-R-OEJECCR-OCS-23-04 - PKG00283845' are displayed, including the application filing name 'CCG-TA', workspace ID 'WS01371487', and status 'In Progress'. The workspace owner is redacted.

Below the details, there's a 'Workspace Actions' section with buttons for 'Check Application', 'Complete and Notify AOR', and 'Delete'. A blue banner for 'Application Package Forms' encourages following antivirus best practices and provides a 'Download Instructions' link.

Include in Package	Form Name (Click to Edit)	Requirement	Form Status	Last Updated Date/Time	Locked By	Actions
<input checked="" type="checkbox"/>	Application for Federal Assistance (SF-424) [V4.0]	Mandatory	In Progress	Jul 01, 2024 08:28:18 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA Form 4700-4 [V5.0]	Mandatory	In Progress	---	---	Lock   Download   Upload   Reuse   <b>Webform</b>
<input checked="" type="checkbox"/>	Project Narrative Attachment Form [V1.2]	Mandatory	---	---	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA KEY CONTACTS FORM [V2.0]	Mandatory	---	---	---	Lock   Download   Upload   Reuse

A tooltip for the 'Webform' link in the second row reads: 'Click to edit EPA Form 4700-4 [V5.0] webform'.



- ☐ Read any relevant instructions before completing the form.
- ☐ Fill out all required fields and other fields, as applicable. You can save the form at any point by clicking on Save to return to it later.
- ☐ Click Check for Errors at the bottom of the screen.

**C. Applicant/Recipient Point of Contact**

Name:  \*

Phone Number:  \*

Email:  \*

Title:  \*

**II. Is the applicant currently receiving EPA Assistance?**


☐ Yes

**SAVE CHECK FOR ERRORS CLOSE**





□ Note the errors and correct them.

EPA FORM 4700-4 Version 5.0		OMB Number: 2030-0020 Expiration Date: 06/30/2024
<div> <b>Errors!</b> Check for Errors revealed the following errors:<ul style="list-style-type: none"><li>• <b>Applicant Info:</b><ul style="list-style-type: none"><li>◦ Name is required: Enter the legal name of the applicant that will undertake the assistance activity.</li><li>◦ Address is required: Enter the address.</li><li>◦ City is required: Enter the City.</li><li>◦ State is required: Select the state, US possession or military code from the provided list.</li><li>◦ Zip Code is required: Enter the Postal Code (e.g., ZIP code).</li></ul></li></ul></div>		
<h2>Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance</h2>		
<div><h3>INSTRUCTIONS:</h3><p>Note: Read Instructions before completing form.</p><p>Instructions for EPA FORM 4700-4 (Rev. 04/2021)</p></div>		





- Click Save at the bottom of the page, then OK on the popup dialog.

EPA FORM 4700-4  
Version 5.0

OM  
Expir

## Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

### INSTRUCTIONS

Note: Read Instructions for Recipients before completing this report.

General. Recipients must comply with the following regulations.

Success: Form successfully saved.

OK

Title VI of the Civil Rights Acts of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall, on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the Rehabilitation Act of 1973 provides that no individual in the United States shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

SAVE CHECK FOR ERRORS CLOSE



□ Select Close at the bottom of the page.

EPA FORM 4700-4  
Version 5.0

OMB Number: 2030-  
Expiration Date: 06/30/

## Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

### INSTRUCTIONS:

Note: Read Instructions before completing form.

Instructions for EPA FORM 4700-4 (Rev. 04/2021)

General. Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Acts of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the

SAVE

CHECK FOR ERRORS

CLOSE



## Step 6: Complete the Project Narrative Form

□ When you have written your Project Narrative, ensure that it is in a readable format. It is recommended that applicants use a standard font (e.g., Times New Roman, Calibri, and Arial) and a 12-point font size with one-inch margins. Ensure the file is within page limits for the relevant Track (20 pages for Track I, 15 pages for Track II). Select Webform next to Project Narrative Attachment Form [V1.2].

The screenshot shows the Grants.gov 'MANAGE WORKSPACE' page. The workspace is for EPA-R-OEJECR-OCS-23-04 - PKG00283845, Environmental and Climate Justice Community Change Grants Program, Environmental Protection Agency. The workspace status is 'In Progress'. The 'Project Narrative Attachment Form [V1.2]' is highlighted in the 'Application Package Forms' table.

Include in Package	Form Name (Click to Edit)	Requirement	Form Status	Last Updated Date/Time	Locked By	Actions
<input checked="" type="checkbox"/>	Application for Federal Assistance (SF-424) [V4.0]	Mandatory	In Progress	Jul 01, 2024 08:28:18 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA Form 4700-4 [V5.0]	Mandatory	In Progress	Jul 01, 2024 08:49:08 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Project Narrative Attachment Form [V1.2]	Mandatory	In Progress	Jul 01, 2024 08:48:12 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA KEY CONTACTS FORM [V2.0]	Mandatory	In Progress	Jul 01, 2024 08:49:24 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Budget Information for Non-Construction Programs (SF-424A) [V1.0]	Mandatory	In Progress	Jul 01, 2024 08:49:39 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Other Attachments Form [V1.2]	Mandatory	In Progress	Jul 01, 2024 08:50:02 AM EDT	---	Lock   Download   Upload   Reuse   Webform



- Under Mandatory Project Narrative File, click Add Attachment.

SECTIONS:

Mandatory File

Optional File(s)

PROJECT NARRATIVE ATTACHMENT FORM

Version 1.2

PROJECT NARRATIVE FILE(S)

MANDATORY PROJECT NARRATIVE FILE:

Mandatory Project Narrative Filename:

ADD ATTACHMENT

DELETE ATTACHMENT

VIEW ATTACHMENT

OPTIONAL PROJECT NARRATIVE FILE(S):

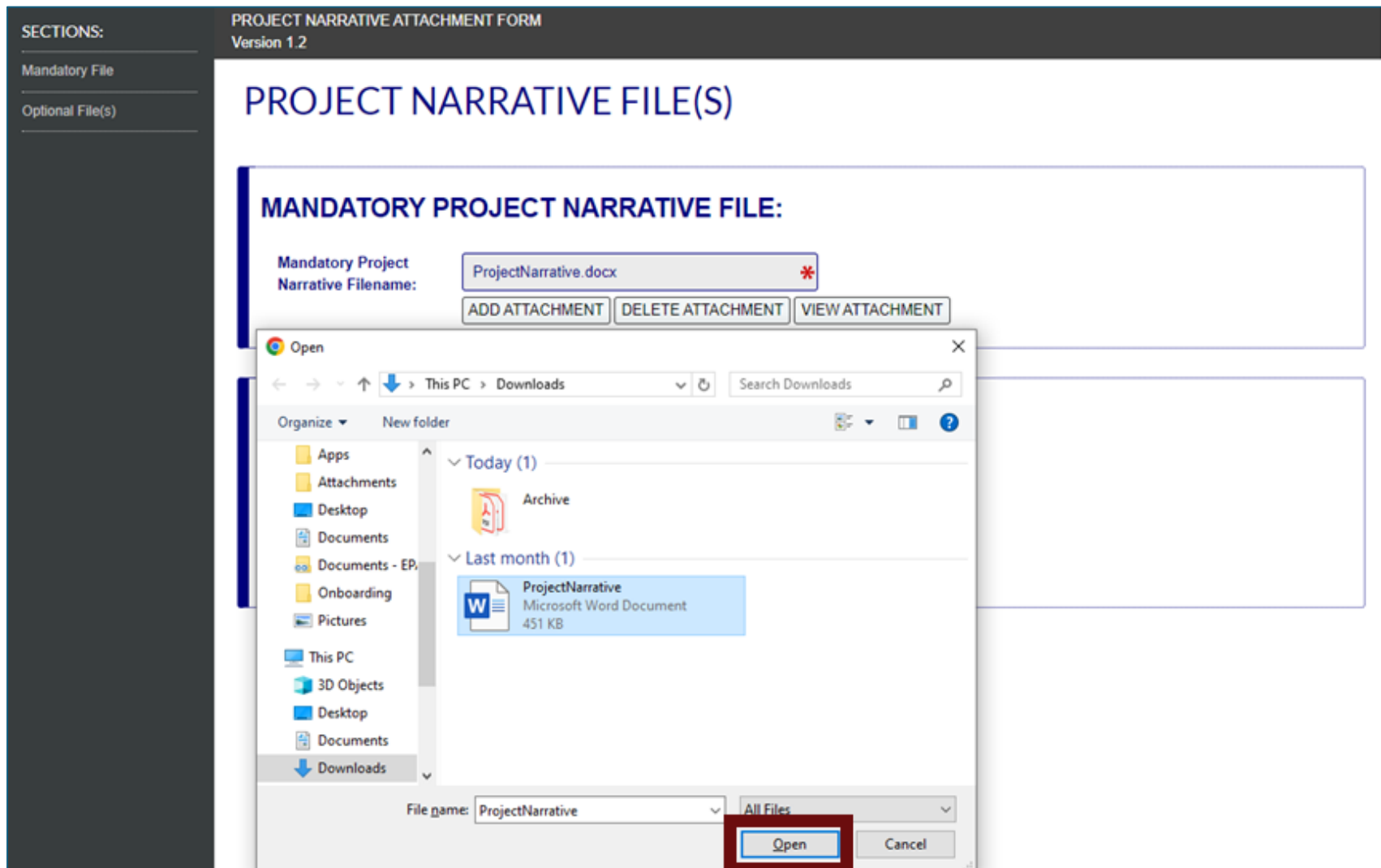
To add more Project Narrative File attachments, please use the Add Attachments button below.

ADD ATTACHMENTS

33



- Navigate to where you have saved your Project Narrative, then select Open.





□ Click on Save, and then Close.

SECTIONS:

Mandatory File

Optional File(s)

PROJECT NARRATIVE ATTACHMENT FORM  
Version 1.2

PROJECT NARRATIVE FILE(S)

MANDATORY PROJECT NARRATIVE FILE:

Mandatory Project Narrative Filename:

ProjectNarrative.docx

\*

ADD ATTACHMENT

DELETE ATTACHMENT

VIEW ATTACHMENT

OPTIONAL PROJECT NARRATIVE FILE(S):

To add more Project Narrative File attachments, please use the Add Attachments button below.

ADD ATTACHMENTS

SAVE

CHECK FOR ERRORS

CLOSE

35



## Step 7: Upload the Other Attachments

□ Check all Attachments as required by the NOFO including community-based non-profit organization (CBO) eligibility documentation (see NOFO Section III.A), Attachments A-G for Track I, Attachments A-C for Track II. Ensure the Attachments are in a readable format. It is recommended that applicants use a standard font (e.g., Times New Roman, Calibri, and Arial) and a 12-point font size with one-inch margins. Ensure the file is within page limits for the relevant Attachments. To upload, select Webform next to Other Attachments Form [V1.2].

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GRANTS.GOV > Applicants > Manage Workspace

### MANAGE WORKSPACE

☒ Created 
 ☐ Fill Out Forms 
 ☐ Complete and Notify AOR 
 ☐ Submit 
 ☐ Agency Received 
 [Back](#)

**EPA-R-OEJECR-OCS-23-04 - PKG00283845**  
 Environmental and Climate Justice  
 Community Change Grants Program  
 Environmental Protection Agency

Application Filing Name: CCG-TA [\[Edit Name\]](#)  
 Workspace ID: WS01371487  
 AOR Status: Organization has AOR  
 Workspace Owner: [REDACTED]

Workspace Status: In Progress  
 Last Submitted Date: ---  
 SAM Expiration Date: May 07, 2025

Opening Date: Nov 21, 2023  
 Closing Date: Nov 21, 2024  
 UEI: [REDACTED]

[FORMS](#) [VIEW APPLICATION](#) [ATTACHMENTS](#) [PARTICIPANTS](#) [ACTIVITY](#) [DETAILS](#)

Workspace Actions:

[Check Application](#) [Complete and Notify AOR](#) [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"/>	<a href="#">Application for Federal Assistance (SF-424) [V4.0]</a>	Mandatory	Passed	Jul 01, 2024 09:44:30 AM EDT	---	<a href="#">Lock</a>   <a href="#">Download</a>   <a href="#">Upload</a>   <a href="#">Reuse</a>   <a href="#">Webform</a>
<input checked="" type="checkbox"/>	<a href="#">EPA Form 4700-4 [V5.0]</a>	Mandatory	In Progress	Jul 01, 2024 08:49:08 AM EDT	---	<a href="#">Lock</a>   <a href="#">Download</a>   <a href="#">Upload</a>   <a href="#">Reuse</a>   <a href="#">Webform</a>
<input checked="" type="checkbox"/>	<a href="#">Project Narrative Attachment Form [V1.2]</a>	Mandatory	Passed	Jul 01, 2024 09:37:56 AM EDT	---	<a href="#">Lock</a>   <a href="#">Download</a>   <a href="#">Upload</a>   <a href="#">Reuse</a>   <a href="#">Webform</a>
<input checked="" type="checkbox"/>	<a href="#">EPA KEY CONTACTS FORM [V2.0]</a>	Mandatory	In Progress	Jul 01, 2024 08:49:24 AM EDT	---	<a href="#">Lock</a>   <a href="#">Download</a>   <a href="#">Upload</a>   <a href="#">Reuse</a>   <a href="#">Webform</a>
<input checked="" type="checkbox"/>	<a href="#">Budget Information for Non-Construction Programs (SF-424A) [V1.0]</a>	Mandatory	In Progress	Jul 01, 2024 08:49:39 AM EDT	---	<a href="#">Lock</a>   <a href="#">Download</a>   <a href="#">Upload</a>   <a href="#">Reuse</a>   <a href="#">Webform</a>
<input checked="" type="checkbox"/>	<a href="#">Other Attachments Form [V1.2]</a>	Mandatory	In Progress [Locked]	Jul 01, 2024 08:50:02 AM EDT	[REDACTED]	<a href="#">Unlock</a>   <a href="#">Download</a>   <a href="#">Upload</a>   <a href="#">Reuse</a>   <a href="#">Webform</a>





- Click Add Attachment.

**SECTIONS:**

- Mandatory Attachment
- Optional Attachment(s)

**OTHER ATTACHMENTS FORM**  
Version 1.2

**OTHER ATTACHMENT FILE(S)**

**MANDATORY OTHER ATTACHMENT:**

Mandatory Other Attachment Filename:

**ADD ATTACHMENT**

**DELETE ATTACHMENT**

**VIEW ATTACHMENT**

Click to Add an Attachment.

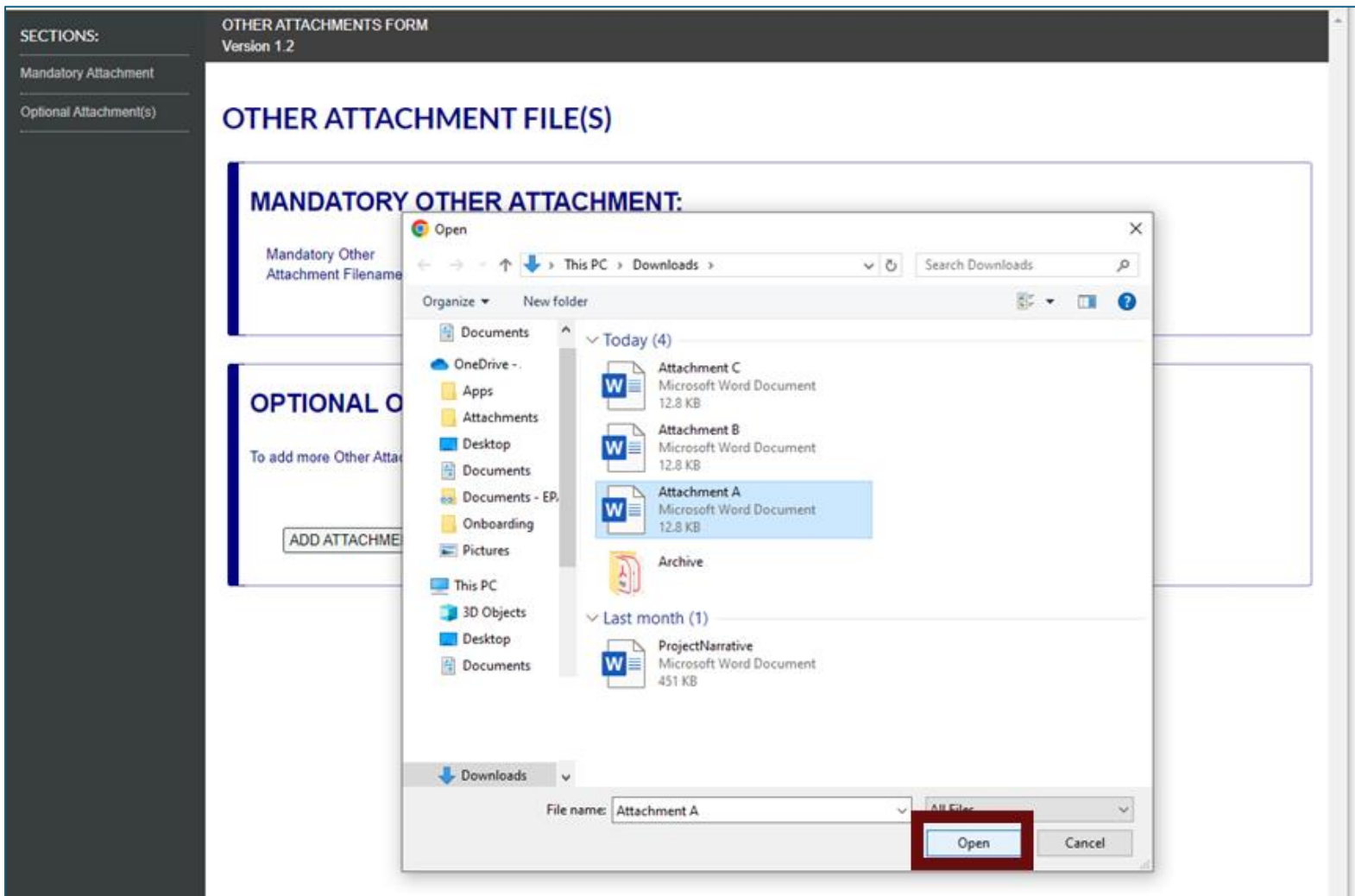
**OPTIONAL OTHER ATTACHMENT(S):**

To add more Other Attachment attachments, please use the Add Attachments button below.

**ADD ATTACHMENTS**



- Navigate to the folder in which you have saved the attachments. Select the first attachment you would like to upload and click Open.





- Click Save at the bottom of the window.

SECTIONS:

Mandatory Attachment

Optional Attachment(s)

OTHER ATTACHMENTS FORM

Version 1.2

OTHER ATTACHMENT FILE(S)

MANDATORY OTHER ATTACHMENT:

Mandatory Other Attachment Filename:

Attachment A.docx \*

ADD ATTACHMENT

DELETE ATTACHMENT

VIEW ATTACHMENT

OPTIONAL OTHER ATTACHMENT(S):

To add more Other Attachment attachments, please use the Add Attachments button below.

ADD ATTACHMENTS

SAVE

CHECK FOR ERRORS

CLOSE



- Click on Add Attachments under Optional Other Attachment(s).

SECTIONS:

Mandatory Attachment

Optional Attachment(s)

OTHER ATTACHMENTS FORM

Version 1.2

OTHER ATTACHMENT FILE(S)

MANDATORY OTHER ATTACHMENT:

Mandatory Other Attachment Filename:

Attachment A.docx

ADD ATTACHMENT

DELETE ATTACHMENT

VIEW ATTACHMENT

OPTIONAL OTHER ATTACHMENT(S):

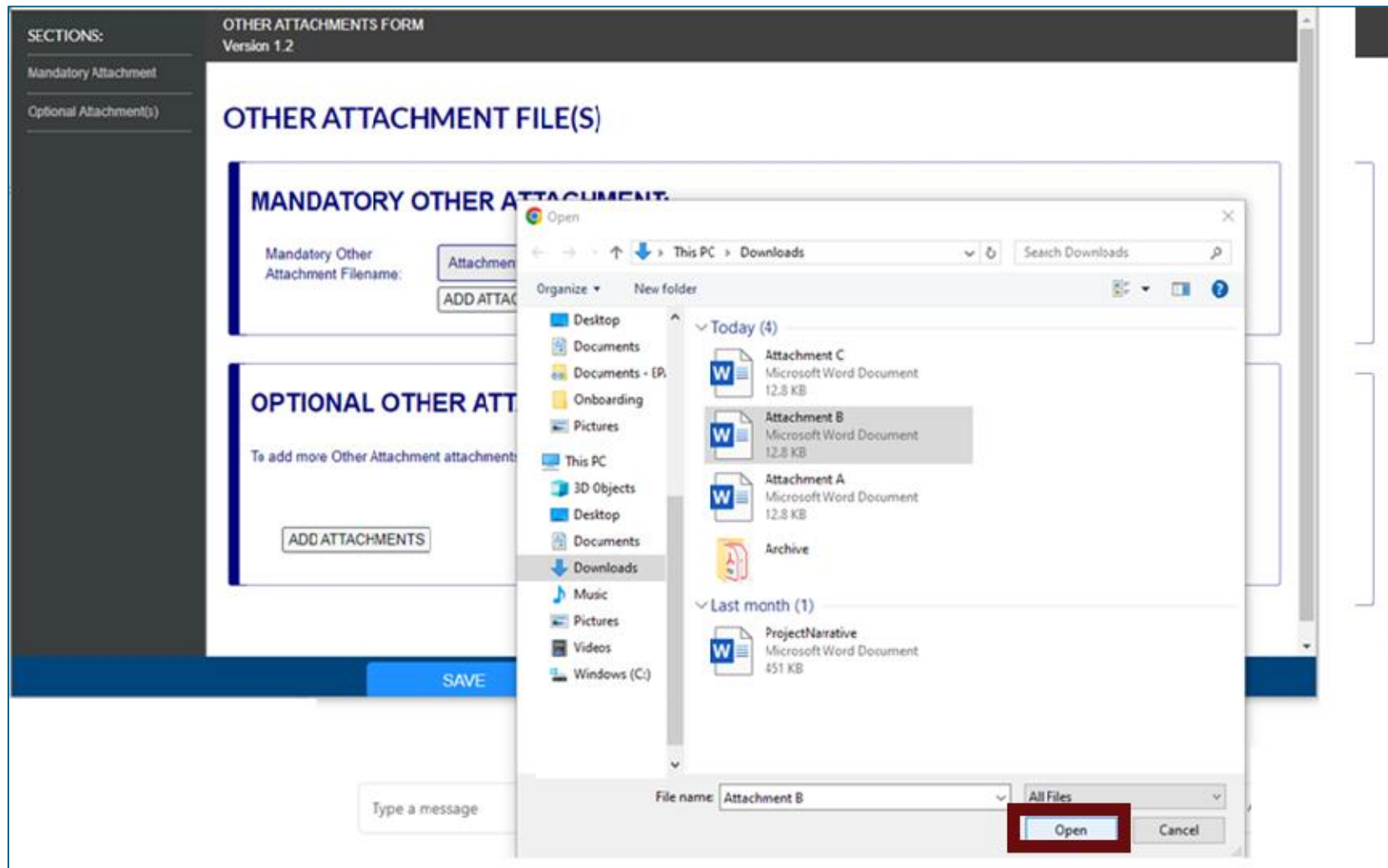
To add more Other Attachment attachments, please use the Add Attachments button below.

ADD ATTACHMENTS

Click here to Add Optional Other Attachment file(s). A maximum of 99 Attachments are allowed.



- Navigate to the folder where you saved the attachments. Select the first attachment you would like to upload, and then click Open.





☐ Click Save.

SECTIONS:

Mandatory Attachment

Optional Attachment(s)

OTHER ATTACHMENTS FORM

Version 1.2

OTHER ATTACHMENT FILE(S)

MANDATORY OTHER ATTACHMENT:

Mandatory Other Attachment Filename:

Attachment A.docx \*

ADD ATTACHMENT

DELETE ATTACHMENT

VIEW ATTACHMENT

OPTIONAL OTHER ATTACHMENT(S):

To add more Other Attachment attachments, please use the Add Attachments button below.

Attachment B.docx

DELETE ATTACHMENT

VIEW ATTACHMENT

ADD ATTACHMENTS

SAVE

CHECK FOR ERRORS

CLOSE



- To add more attachments, click on Add Attachments, and repeat the process until you have added all required attachments.
- Click Save, and then click Close.

**SECTIONS:**  
Mandatory Attachment  
Optional Attachment(s)

**OTHER ATTACHMENTS FORM**  
Version 1.2

**OTHER ATTACHMENT FILE(S)**

**MANDATORY OTHER ATTACHMENT:**

Mandatory Other Attachment Filename: Attachment A.docx \*

ADD ATTACHMENT DELETE ATTACHMENT VIEW ATTACHMENT

**OPTIONAL OTHER ATTACHMENT(S):**

To add more Other Attachment attachments, please use the Add Attachments button below.

Attachment B.docx DELETE ATTACHMENT VIEW ATTACHMENT

Attachment C.docx DELETE ATTACHMENT VIEW ATTACHMENT

ADD ATTACHMENTS

SAVE CHECK FOR ERRORS CLOSE





## Step 8: Submit the Application

□ When your application is ready for submission, the Form Status field for all items should say Passed. If your organization has an Authorized Organizational Representative, the button under Workspace Actions (between Check Application and Delete) will say Complete and Notify AOR. Click on this button, and your application will be routed to the AOR who will review it and complete the submission process. Otherwise, the button will say Submit. Click on it to submit your application.

The screenshot shows the Grants.gov 'MANAGE WORKSPACE' page. At the top, there's a progress bar with steps: Created, Forms Passed, Complete and Notify AOR (highlighted), Submit, and Agency Received. Below this, a yellow banner states 'Form successfully saved and unlocked'. The workspace details include: EPA-R-OEJECS-23-04 - PKG00283845, Application Filing Name: CCG-TA, Workspace ID: WS01371487, Workspace Status: In Progress, Opening Date: Nov 21, 2023, Closing Date: Nov 21, 2024, and SAM Expiration Date: May 07, 2025. The 'Workspace Actions' section contains three buttons: 'Check Application', 'Complete and Notify AOR' (highlighted with a red box), and 'Delete'. Below this is a table of 'Application Package Forms' with columns for Include in Package, Form Name, Requirement, Form Status, Last Updated Date/Time, Locked By, and Actions. All forms listed have a status of 'Passed'.

Include in Package	Form Name (Click to Edit)	Requirement	Form Status	Last Updated Date/Time	Locked By	Actions
<input checked="" type="checkbox"/>	Application for Federal Assistance (SF-424) [V4.0]	Mandatory	Passed	Jul 01, 2024 09:44:30 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA Form 4700-4 [V5.0]	Mandatory	Passed	Jul 01, 2024 10:09:29 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Project Narrative Attachment Form [V1.2]	Mandatory	Passed	Jul 01, 2024 09:37:56 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	EPA KEY CONTACTS FORM [V2.0]	Mandatory	Passed	Jul 01, 2024 10:08:52 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Budget Information for Non-Construction Programs (SF-424A) [V1.0]	Mandatory	Passed	Jul 01, 2024 10:10:12 AM EDT	---	Lock   Download   Upload   Reuse   Webform
<input checked="" type="checkbox"/>	Other Attachments Form [V1.2]	Mandatory	Passed	Jul 01, 2024 10:06:54 AM EDT	---	Lock   Download   Upload   Reuse   Webform



## Resources

1. Grants.gov has a Support Center which is available 24/7 by email or phone, except on federal holidays.  
1-800-518-4726 (U.S.), 1-606-545-5035 (International), [support@grants.gov](mailto:support@grants.gov) or <https://www.grants.gov/support>
2. Grants.gov has an online help portal with articles that provide explanations and step-by-step instructions for applicants to complete various steps of the application process.  
<https://apply07.Grants.gov/help/html/help/index.htm#t=GetStarted%2FGetStarted.htm>
3. Grants.gov has a YouTube channel with instructional videos on how to search for and apply for grants. There are also instructional videos to learn about workspace functions.  
<https://www.youtube.com/@GrantsGovUS>