



# Grants.gov Is Here To Stay

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School of Medicine  
Manager's Meeting  
February 17, 2006

The logo graphic consists of a vertical black line on the left, a horizontal black line below it, and three overlapping squares: a yellow one at the top left, a red one at the middle left, and a blue one at the bottom left. The text "Grants.gov" is positioned to the right of these elements.

# Grants.gov

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## Objectives:

- Provide an overview of grants.gov
- Identify NIH submission dates requiring grants.gov
- Provide helpful tips to assist in submitting to grants.gov

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Grants.gov is the federal government's  
single on-line portal to find and apply  
for federal grant funding

All aspects of the application are done electronically:

- Identification of funding opportunities
- Completion of required forms
- Certification and submission of applications
- Validation of data submitted

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- Grants.gov is secure, reliable and simplifies the grant application process by reducing paperwork and man hours.
- It is estimated that greater than 200 million pieces of paper/year will be saved.

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- Grants.gov is a cross-agency initiative spanning 900 grant programs in 26 federal grant-making agencies.
- Public Law (PL) 106-107 – Federal Financial Assistance Management Improvement Act of 1999 mandated that federal agencies simplify federal assistance applications.

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- A 2002 President's Management Agenda specified that agencies allow applicants to apply for and manage grant funds on-line through a common web site.

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- Per OMB, 75% of all agencies' FY 2006 Funding Opportunities must be posted in grants.gov.

The logo graphic for Grants.gov, featuring a vertical black line on the left, a horizontal black line below the text, and overlapping colored squares in yellow, red, and blue.

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The Result – Required Electronic Submissions for:

- SBIR/STTR – December 1, 2005
- R03 & R21/R33 – June 1, 2006
- R01 – February 1, 2007
- Note: Once the award mechanism transitions to electronic submission, all future applications must be submitted electronically.

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## What is Required for a Grants.gov Submission?

- Applicant organizations must complete a one-time only registration with both grants.gov and Central Contractor Registry (CCR) before submission. This registration is good for all electronic submissions via grants.gov.
- Principal Investigators (PIs) are not required to register with grants.gov.

## What is Required for a Grants.gov Submission cont'd?

- Agency (i.e. NIH, NSF, etc.) specific requirements may also apply.
- NIH requires eRA Commons registration of both the Institution and PI.

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## What is Required for a Grants.gov Submission cont'd?

- PureEdge Viewer for PCs – download free from grants.gov site
- Citrix for MAC users – download free from grants.gov site

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## What is Required for a Grants.gov Submission cont'd?

- PDF software – available tools and software at grants.gov site

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## Steps for Electronic Submission of your Proposal

- PI Registers with NIH's eRA Commons (Do ahead of time!)
- Search for and identify a "Funding Opportunity Announcement" (FOA) using grants.gov.
- Note: NIH will continue to use RFA and PAs, but all solicitations will be referred to as FOA in grants.gov.

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## Steps for Electronic Submission of your Proposal

- A link has been added to the NIH announcements allowing applicants to access the grants.gov directly from the NIH guide.
- Down load the appropriate software from grants.gov (PureEdge for PCs or Citrix for Mac users).
- Download the application package.

## Steps for Electronic Submission of your Proposal

- Note: SF424 (R&R) now required. SF 424 (R&R) is an application form developed for use by federal agencies funding Research and Research-Related programs.
- Narrative material must be converted to "PDF" read-only format and uploaded to application package.

## Steps for Electronic Submission of your Proposal

- Complete the application. Be sure to save a copy of the application to a disk.
- Send disk and a hard copy of your routed application (through Chair and Dean) to SPA.

## Steps for Electronic Submission of your Proposal

- Remember:

**“START EARLY – ROUTE EARLY”**

## Steps for Electronic Submission of your Proposal

- Authorized Organizational Representative submits the application.
- Note: PIs CANNOT submit applications.

## Steps for Electronic Submission of your Proposal

- Grants.gov performs basic validation and virus check.
- Notification is made to AOR when validation and acceptance is complete.

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## Steps for Electronic Submission of your Proposal

- A timely application is defined as one that has been submitted and **accepted** by grants.gov no later than 8 pm EST on the submission/receipt date.
- Note: If the application fails the basic form validation and virus check performed by Grants.gov, it must be resubmitted after all issues have been resolved.

## Steps for Electronic Submission of your Proposal

- File is then forwarded to Agency (e.g. NIH).
- Agency performs additional validation.
- Agency notifies PI and Signing Official by email to check eRA Commons for results of agency validation.

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## Steps for Electronic Submission of your Proposal

- PI and SO find out if the grant application passed or failed.
- If passed, PI and SO must verify the application via eRA Commons.
- If failed, all errors must be corrected within 48 hours and the entire corrected application must be submitted to grants.gov again.

## Steps for Electronic Submission of your Proposal

- After verification, agency saves the data and the processing of the application begins.

## Tips to Remember:

- Must Register with eRA Commons (NIH applications only)
- Download PureEdge Viewer or Citrix (mac users only)
- Contact your G&C Officer as soon as you determine you will be applying

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## Tips to Remember:

- Start Early – Route Early
- Attachments must be in “PDF” format. Note: The NIH requires all uploaded files to be in **read - only** “PDF” format. You must use the “print to PDF” option when saving NIH “PDF” forms.
- Applications must be received by grants.gov by 8 p.m. EST/DST. on the submission/receipt date

## Tips to Remember:

- Grants.gov response can take up to 2 business days
- Agency response to application can take up to 2 additional business days

## Tips to Remember:

- PIs must be available until agency has accepted the proposal

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Grants.gov

<http://www.grants.gov/>

Grants.gov Funding Opportunity

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

The logo for Grants.gov features a stylized graphic on the left consisting of overlapping yellow, red, and blue squares with a black crosshair. To the right of this graphic, the text "Grants.gov" is written in a blue, sans-serif font.

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Contact:

Division of Sponsored Program

706-721-2592

<http://www.mcg.edu/SPA/preaward.htm>

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## Key Data:

Applicant Name: Medical College of Georgia Research  
Institute, Inc.

Duns #: 96-666-8691

EIN: 58-1418202

Email address: [ogc@mail.mcg.edu](mailto:ogc@mail.mcg.edu)

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## Key Data:

Applicant Name: Medical College of Georgia

Duns #: 80-959-3387

EIN: 58-6002053

Email address: [ogc@mail.mcg.edu](mailto:ogc@mail.mcg.edu)

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## Key Data:

Address: 1120 15<sup>th</sup> Street – Augusta, GA 30912-4810

AOR: Betty Aldridge – Executive Director

706-721-2592 (phone)

706-721-6478 (fax)