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Recovery Act Money and You Webinar

Series 3: Registration to Submit
Recovery Act Opportunities

August 20, 2008

REGISTRATION TO SUBMIT RECOVERY ACT OPPORTUNITIES

Questions and Answers

1. I am a sole proprietor; can I register myself as E-Biz POC and AOR?

Yes, Grants.gov is designed for small one person non-profits upwards to larger organizations. You should register as both the E-Biz POC (E-Business Point of Contact) to become the grant administrator and the AOR (Authorized Organization Representative) in order to sign and submit applications. Separate e-mail addresses should be used for both registrations (E-Biz POC vs. AOR).

2. How many AORs can be approved per organization?

Your organization may have as many Authorized Organization Representatives (AORs) as you need, there is no limit.

3. For the presentation today, will the archive be available in a printed version or is it only auditory?

A recorded archive of the webinar, printable presentation slides with note pages, along with consolidated responses to questions posed during the webinar have all been made available on the Grants.gov Recovery Act Webinar Series page: http://www.grants.gov/applicants/recovery_webinar.jsp

4. If I were to submit 3 different applications, do I need 3 different DUNS Numbers and e-mails?

There are a couple different scenarios for this question; if you are submitting three applications for one opportunity for three different organizations you will need three different DUNS Numbers and their corresponding Username/Password and e-mail addresses. If you are submitting three applications to three separate opportunities, you will need to use one DUNS Number and its corresponding Username/Password and e-mail address. When submitting an application, make sure to use the correct DUNS Number and matching e-mail, username and password.

5. If the deadline has passed what should I do (the grant is called Act 1603 grant in lieu of tax credit)?

Go back to the synopsis and find the contact information for the agency point of contact (Agency POC) for a specific answer. Some opportunities have rolling deadlines to get the correct guidance call the Agency POC.

6. We tried to register the dean of our faculty as an AOR and the E-Biz POC never got the e-mail? Is there any way to avoid this?

Please try calling the Grants.gov Contact Center: 1-877-518-4726. The Contact Center will be able to verify that the correct e-mail is on file within our system and get your dean registered.

7. Is there anyway to save the application to your computer or do you have to fill it out and submit it on the same day?

Yes, the Grants.gov is an Adobe editable PDF file that you may download and save to your computer or designated hard drive and complete at a later time at your convenience. Be sure to save all changes to the application package before closing it.

8. Why are closed Recovery Act Opportunities showing on the site if we cannot apply for them?

We keep an archive of all opportunities, Recovery Act included, as a resource. Many opportunities are reposted the following fiscal year, so contact the grantor agency to find out if a closed opportunity will be offered again during the next fiscal year.

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9. What is the DUNS entry on the individual application?

You do not need a DUNS Number for an individual registration or application. The field for DUNS Number is just a placeholder, disregard it.

10. How do I find out who the E-Biz POC is for my organization?

You will need to identify the person at your organization responsible for grant transactions; depending on your organization's practices, this person can vary. Your grant administrator will normally also be the Grants.gov E-Business Point of Contact (E-Biz POC) and can tell you whether your organization is already registered and who within your organization is authorized to submit applications (Authorized Organization Representative (AOR). To determine if your organization is registered with Grants.gov, if you are unable to determine who your E-Biz POC is, visit the D&B DUNS Number Web site:

<http://fedgov.dnb.com/webform/CCRSearch.do> to do a company search and request your company's registration information. With this information you will be able to determine if your organization is registered and find the name of the person within your organization that is registered. If your organization is not registered, visit the Grants.gov "Get Registered" page:

http://www.grants.gov/applicants/get_registered.jsp for step-by-step instructions to get registered.

11. We are preparing an application for an organization with three different locations, which DUNS Number should we use or should we use all three DUNS Numbers?

Use the DUNS Number for the location that will actually receive the money. Ensure that the DUNS Number in the application is the same as the Username and Password associated DUNS Number.

12. We are new to this process, and we see that several million in grants were awarded under prevention and wellness, how do we locate a grant for this?

You must search on your own. Visit Grants.gov and use the "Advanced Search" under "For Applicants" in the left navigation bar. If you have the Funding Opportunity Number (FON) for an award that was previously made for one of the grant opportunities you referenced, you can use that FON to see if there is a rolling deadline for that opportunity. You can also take a look at www.Recovery.gov

13. We are interested in empowering others in the community, if our small business is going to apply for a grant to benefit other community organizations, should DUNS Numbers for all benefiting entities (small business and community organizations) be used or just the small business?

Use the DUNS Number of the small business and the small business then distributes money to other entities.

14. I notice that my search results display differently when searching programs for "Reentry" when searching certain areas of Recovery Act money, why is this?

This may have to do with tagging for Recovery Act opportunities. If you are using the Keyword Search, you will need to enter "Recovery" "Reentry" in order to only get a listing of Recovery Act associated Reentry grants. If you do not enter Recovery Act in your search criteria, the search results will display all listings for "Reentry" not just those associated with Recovery Act.