45577_DOE_GDO_Jan 12 Application Guidance Videos_HOW TO SUBMIT AN APPLICATION_v01

HOMARI AOKI: Welcome back to the mini series on the "Grid Resilient State and Tribal Formula Grant." This video will cover how to submit an application. Once you have filled out all the forms and completed the documentation that's required for the grant application, you can submit the application through FedConnect.

Make sure to look at section 4 of the ALRD to ensure that you submit the application based off the guidelines listed in that section. You can use the FedConnect Ready, Set, Go! guide if you need additional information on how to submit applications through FedConnect.

DOE recommends submitting the application as soon as possible prior to the deadline as funds are awarded on a rolling basis. A user guide called FedConnect Ready, Set, Go! is available. You can search for this through your internet search browser. This includes information on setting up a login as well as submitting grants through the FedConnect system.

If you have any questions on the application process, you can submit your questions through FedConnect. If you represent an Indian tribe, you may submit your questions via email to the GDOTribalAssistance@hq.doe.gov email as well.

If needed, applications can also be mailed to the NETL Building in Morgantown, West Virginia. Submitting a paper copy application does not alleviate an applicant's responsibility to obtain a Unique Entity Identifier or have an active SAM registration or register in FedConnect. These registration requirements must be completed prior to DOE issuing an award.

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To apply to the FedConnect opportunity, there are two options in finding the opportunity. The first one is to open the FedConnect Opportunity and then sign in on the FedConnect page. You can apply directly from the FedConnect Opportunity page. Please make sure that the reference number is correct. It should

be DE-FOA-0002736. Registered users can click the Sign In button on the FedConnect Opportunity page to access the application.

The second option is to search the opportunity after signing in. You can search the opportunity once you've signed in using the basic search bar. Search under All Opportunities and-- oh I forgot. The second way to find an opportunity is to search for the opportunity after signing in. You can also search for the opportunity once you've signed in using the basic search bar.

You can search under All Opportunities and under reference number. In the search bar, look for DE-FOA-0002736. Once you sign in, you can register interest for an opportunity. That means it will be kept up to date on it and can respond to it. After you click Register to receive notifications, the Message Center, the Responses block, and the Response Team block all display on the Opportunity page. Any user who registers interest or who joins a response team receives updates on opportunities and can respond to them.

The difference is that when you register, you're doing so on behalf of your organization. This happens only once. When you join a response team, you do so in your own interest. If someone from your organization has already registered, and if you want to receive updates or to respond to the opportunity too, then all you need to do is join the response team.

Joining a response team is really simple. Once you're on the Opportunity page, all you have to do is click on Join in the Response Team block. Once you click Join, your name displays as a team member on the list in the Response Team block. To remove yourself, or anyone else for that matter, from a response team, just look for the little capital X that displays in the far right column of the team member table in the Response Team block on the Opportunity page. At the prompt, click OK to continue.

If the agency issues an amendment to an opportunity, it displays on the documentation block of the Opportunity page. This also applies to modifications that might display in the documentation block on the Award page. To acknowledge that you've received the Amendment select the checkbox next to it and click Acknowledge. The screenshot illustrates how to acknowledge updated documentation from the agency.

FedConnect provides a way to prepare and securely transmit information directly to the government. To add the required forms for the application as attachments, make sure to add them on the Attachments page. All required documents for the Grid Resilience State and Tribal Formula Grant should be added under the Attachments section. Please keep in mind that the recommended file size limit of files you can send in FedConnect is 25 megabytes per individual file or 100 megabytes per response or message. Use the Summary page to get an overall look at what you're about to transmit to the government once you've added all the required documents. You can quickly review or print the summary from this page as well. The Complete page is where you actually submit the response to DOE. This sends the response along with any attachments that are added. You should receive a message that your response has been successfully submitted.

If you're having issues, please contact GDOTribalAssistance@hq.doe.gov. Please make sure to submit to the correct FedConnect opportunity. You can do that by double-checking that the reference number matches the FedConnect opportunity. Congratulations, you've now submitted your application. In the next video, I'll go over what will happen after the application is submitted.