

# THE UNIFORM GRANT APPLICATION

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Application Overview  
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# Uniform Grant Application

Based on the information provided in the Notice of Funding Opportunity (NOFO), an individual or entity may elect to submit a grant application

- ❖ Interested parties will access a grant application from the NOFO
  - Grant applications will reside on the awarding agency's website
  - The grant application will be submitted directly to the awarding agency pursuant to agency protocol
- ❖ Entities may apply for grant awards prior to completing the pre-qualification in FY17
  - Pre-Qualification is required to receive a grant award

# Uniform Grant Application Template

In compliance with 2 CFR 200, a uniform grant application template has been developed based on the framework of SF-424

The template includes two sections:

- ❖ Agency Completed Section
- ❖ Applicant Completed Section



APPLICATION

# Agency Completed Section

## ❖ **General grant information**

- Type of submission (pre-application, application, corrected application)
- Type of application (new, continuation, revision)
- Agency information
- CFSA information
- CFDA information



## ❖ **Funding Opportunity Information**, as assigned in the NOFO

## ❖ **Competition Identification**, if applicable



# Applicant Completed Section

## ❖ Applicant Information

- Name – Legal (used in DUNS registration) and Common (DBA) names
- EIN/TIN number
- Organizational DUNS number
- SAM Cage Code
- Contact Information for application program matters and application business/administrative matters

## ❖ Areas affected (e.g., counties, congressional and legislative districts)

## ❖ Applicant project detail

- Project title, proposed project term, estimated funding (all sources)

## ❖ Applicant certification including signature of authorized representative



# Agency Requirements to Accompany the Application

- ❖ The application template is the transmittal for the applicant's response to the NOFO
- ❖ State and agency requirements that must be submitted with the application are specified in the NOFO
  - In accordance with agency protocol, applicants will submit the requirements directly to the agency
- ❖ The agency will update the "Date / Time Received" field of the application upon receipt of the application

# Use of the Grant Application Template

- ❖ Agencies may begin using the Uniform Application for Grant Assistance template
- ❖ Or, agencies may conduct a gap analysis to determine the differences between the template and their current grant application
- ❖ To be compliant, make sure your agency's grant application includes all required fields from the uniform grant application template



# Uniform State Grant Application

## Questions



# Uniform Grant Application

## Thank You!

For further information  
contact your State Agency  
CAO or send questions to:

[OMB.GATA@Illinois.gov](mailto:OMB.GATA@Illinois.gov)

