

GRANTS.GOV UPDATE

for Federal Demonstration Partnership

May 11, 2017



Live Demonstration of Workspace

Grants.gov Workspace Overview and Q&A
Presented by the Grants.gov PMO

May 11, 2017 1:00 PM – 2:15 PM
Regency B

Live Demonstration of Workspace



In the live demonstration, we will cover the following key topics for applying on Grants.gov using Workspace:

- Workspace Process and Roles Overview
- Creating a Workspace
- Managing Participants & Roles
- Completing Online and Offline Workspace Forms
- Submitting via Workspace

“What is Grants.gov Workspace?”

The space where you work on your grant application

The screenshot shows the 'MANAGE MY WORKSPACE' page in the Grants.gov system. The page includes a navigation menu at the top with options like HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS, GRANTORS, SYSTEM-TO-SYSTEM, FORMS, OUTREACH, and SUPPORT. The main content area displays workspace details for 'TEST 1' (ID: 02142017-TL-1). Key information includes: Application Filing Name: Example Workspace Application; Workspace ID: WS00008162; Workspace Status: New; Opening Date: Feb 14, 2017; AOR Status: Active; Last Submitted Date: ---; Closing Date: Jan 09, 2018; Workspace Owner: Thomas Jefferson; SAM Expiration Date: Aug 20, 2020. Below this, there are tabs for FORMS, PARTICIPANTS, ACTIVITY, DETAILS, GRANTOR IMAGE, and PREVIEW GRANTOR VALIDATION. The 'PARTICIPANTS' tab is active, showing a table of workspace participants with columns for Participant Name, Phone Number, Email, Owner, AOR Role, Manage Workspace Role, and Actions. The table lists three participants: Abigail Adams, Ben Franklin, and Thomas Jefferson. The 'Actions' column for each participant includes 'Remove' and 'Make Owner' links.

Participant Name	Phone Number	Email	Owner	AOR Role	Manage Workspace Role	Actions
Abigail Adams	000-000-0000	abigail@history.gov	No	Yes	Yes	Remove Make Owner
Ben Franklin	000-000-0000	ben@history.gov	No	No	No	Remove Make Owner
Thomas Jefferson	5555555555	president@example.com	Yes	Yes	Yes	Remove Make Owner

Workspace is a shared, online environment to collaboratively complete and submit grant applications

Benefits of Workspace

- Multiple users can concurrently complete the application forms
- Reuse/copy prior Workspace forms to pre-populate a new Workspace
- Upfront validation allows applicants to correct application errors prior to submission thus drastically reducing the number of Grants.gov rejections



Benefits of Workspace

- Complete an application form using our online webforms or downloading/uploading the PDF form; applicants can seamlessly switch between online and offline
- Grantor changes to the Opportunity Package are immediately reflected in Workspace



Retire Legacy PDF Application Package

Legacy PDF Application Package will be phased out on December 31, 2017.

- Applicants will no longer be able to download the older, single PDF application package of forms.
- Applicants can apply for grants using Grants.gov Workspace, which separates the application package into individual forms. Applicants can create a workspace, complete the webforms online or by filling out the separate PDF forms, and submit their application workspace package.
- The online webforms interface is now available in Grants.gov and is only accessible through Workspace.
- For any funding opportunities where applicants have downloaded the legacy PDF application package, they will be able to continue to submit that package until March 31, 2018.
- S2S Submissions will continue to be supported.



Upcoming Changes in June 2017

- Allow Applicants to be added to a Workspace regardless of Organization affiliation
- Forms-Level Access Control for applicants within Workspace
- Workspace Progress Bar



For more details, please review R16.0 Release Notes available at:

<https://www.grants.gov/web/grants/outreach/releases.html>

Upcoming Changes in October 2017

- Workspace Enhancements
 - Enhanced Workspace copy features
 - Include PDF attachments in Application Preview
- Subscription Management
 - View and Manage subscriptions
 - One-Click Subscribe to Opportunity and Saved Search
 - Requires a Grants.gov account
 - Streamlined registration process



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Workspace Resources

- For more information about Grants.gov Workspace, please visit our various Workspace resources:
 - [Grants.gov Workspace Overview](#)
 - [Grants.gov Workspace Training Video Series](#)
 - [Grants.gov Community Blog articles on Workspace](#)
 - [Grants.gov Online User Guide](#)
- Grants.gov Applicant Support
 - 1-800-518-4726
 - support@grants.gov
- Grants.gov Community Blog article: “7 Tips for Transitioning Your Organization to Grants.gov Workspace”
<https://blog.grants.gov/2016/10/18/7-tips-for-transitioning-your-organization-to-workspace/>
- Grants.gov Workspace Roles and Access Levels
 - Training video: <https://www.youtube.com/watch?v=4RnSfnZJB6w>
 - Blog: “Defining Grants.gov Workspace Roles and Access Levels”
<https://blog.grants.gov/2017/03/13/defining-grants-gov-workspace-roles-and-access-levels/>

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