

American Rescue Plan Act of 2021 Route Planning Restoration Program Discretionary Grant October 06, 2021

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Office of Planning and Environment TPE-10

Federal Transit Administration



American Rescue Plan Act of 2021

Overview:

Appropriated \$25M for planning to restore transit routes

Transit routes to be restored must:

- Increase ridership and reduce travel times, while maintaining or expanding the total level of vehicle revenue miles, or
- Make service adjustments to increase the quality or frequency of service provided to “low-income riders and disadvantaged neighborhoods or communities”



American Rescue Plan Act of 2021

Overview, Cont.:

Low-income riders

- Reference U.S.C 5302(11) “low-income individual”

Disadvantaged neighborhoods or communities”

- Reference FTA Circular C4702.1B – Title VI Requirements and Guidelines for FTA Recipients “minority population” and “low-income population”

No local match requirement

- Minimum Federal Share 100 Percent



Eligibility

Eligible Recipients:

- Section 5307 recipient
- Reduced transit service on or after January 20, 2020, due to COVID-19

Eligible Activities:

- FTA Circular 8100-1D - Program Guidance for Metropolitan and State Planning and Research Program Grants
- FTA Circular 9030.1E - Urbanized Area Formula Program: Guidance and Application Instructions



Eligibility, Cont.

Sample Eligible Activities

Reference FTA Circulars 8100-1D and FTA Circular 9030.1E

- Data collection
- Estimation and travel forecasting
- Transit operational strategies
- Outreach and public engagement
- Identifying opportunities for multimodal connectivity, accessibility and increased access to transit hubs



Eligibility, Cont.

Ineligible Activities:

- Capital, operating, and maintenance activities;
- Route planning specifically related to transitioning public transportation service provided as of the date of receipt of funds to a transportation network company or other third-party contract provider, unless the existing provider of public transportation service is a third-party contract provider;
- Route planning that is not focused on service areas where services have been reduced due to the COVID-19 pandemic.



Evaluation Criteria

Demonstrated Need

- Level of Service (pre-pandemic vs. current)

Demonstrated Benefits

- Impacts on transit ridership, EJ populations etc.

Project Implementation Strategy

- Strength of the work plan, project schedule and process

Technical, Legal and Financial Capacity

- Ability to undertake the project



Administration's Priorities

Advancing Equity and Environmental Justice

- Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government
- Executive Order 13990: Protecting Public Health and the Environment and Restoring Science to Tackle Climate Crisis

Addressing Climate Change

- Executive Order 14008: Tackling the Climate Crisis at Home and Abroad



Grant Conditions

Maximum Award up to \$1M

- FTA encourages applicants to submit a scalable project amount

No Local Match Requirement

- FTA will not review more favorably applications that propose non-Federal funding contributions (*cash, in-kind, toll revenue credits, advertising concessions etc.*)

Pre-award Authority

- Pre-award authority guidance to be made available and described with notice of award selections

Federal Planning Requirements

- Planning requirements apply - Reference 23 CFR Part 450



Application and Submission

- Apply through grants.gov (FTA-2021-007-TPE)
- SF 424 Mandatory/Supplemental Forms with attachments
- Cumulative 15-page limit for Application and all attachments
- Application and Proposal Profile form - <https://www.grants.gov/web/grants/search-grants.html?keywords=Route%20Planning%20Restoration>
- Confirmed eligibility and legal, technical, and financial capacity



Common Questions

1. Who can apply for Route Planning Restoration Program funds?

Applicants must be recipients eligible under 49 U.S.C. 5307 as of the date the NOFO is published.

2. What is the local match requirement for this program?

There is no local match requirement as the federal share is 100%. FTA will not review favorably and applicant who proposes a local match.



Common Questions Cont.

3. What is the maximum amount of funding for which an applicant may apply?

Maximum grant awards maybe up to 1M. FTA reserves the right to a scaled amount.

4. How will projects be selected for Route Planning Restoration Program funding?

FTA recommends applicants to reference Section E of the NOFO (Application Review Information) for evaluation criteria.



Common Questions Cont.

5. Does it matter when my transit service was reduced due to COVID-19?

In order to apply for funding eligible applicants' must have had transit service reduced on or after January 20, 2020, due to COVID-19.

6. Which routes can I use Route Planning Restoration Program funds on?

Route Planning Restoration Program funds can be used on transit routes designed to—
(i) increase ridership and reduce travel times, while maintaining or expanding the total level of vehicle revenue miles of service provided in the planning period; or (ii) make service adjustments to increase the quality or frequency of service provided to low-income riders and disadvantaged neighborhoods or communities.



Common Questions Cont.

7. How does the FTA define a “low-income rider”?

FTA is recommending applicants to utilize the definition of “low-income individual” in 49 U.S.C. 5302(11) when considering the service provided to “low-income riders”.

8. How does the FTA define a “disadvantaged neighborhood” or “community”?

FTA is recommending applicants to utilize the definition of “minority population” and “low-income population” found in FTA Circular C4702.1B- Title VI Requirements and Guidelines for Federal Transit Administration Recipients when considering the service provided to “disadvantaged neighborhoods or communities”.



Common Questions Cont.

9. What activities can I use Route Planning Restoration Program funds for?

Applicants should reference FTA Circular C8100.1D - Program Guidance for Metropolitan Planning and State Planning and Research Program Grants, and FTA Circular 9030.1E – Urbanized Area Formula Program: Program Guidance and Application Instructions for a detailed discussion of eligible activities.

10. Can I apply for Route Planning Restoration Program funds if my service is contracted through a 3rd party?

Funds appropriated under this program cannot be used to transition public transportation service as of the date of receipt of funds to a transportation network company or other third-party contract provider, unless the existing provider of public transportation service is a third-party contract provider.



Common Questions Cont.

11. What is meant by “planning period,” i.e., when does the “planning period” start and end?

The “Planning period” is the length of time the applicant has determined that it will take to implement their proposed eligible planning activities.

12. Does the FTA’s “Full and Open” Competition procurement requirements apply to the Route Planning Restoration Program?

All Third Party Contracting and procurement rules applies to this program. Partnering would not satisfy FTA’s full and open competition requirement if awarded.

Reference FTA Circular C4220.1F – Third Party Contracting Guidance



Common Questions Cont.

13. Can Route Planning Restoration Program Funds be used to plan new routes?

Planning for new routes are eligible when the planning activity is related to restoring service on an existing route that was impacted by the COVID-19 pandemic on or after January 20, 2020. New route planning must increase ridership and reduce travel times, maintain or expand the total level of vehicle revenue miles or make service adjustments to increase the quality or frequency of service provided to “low-income riders and disadvantaged neighborhoods or communities”

14. Is my project eligible if my transit service was reduced due to COVID-19 and has already been restored?

Restored routes are eligible as long as proposed projects are designed to— (i) increase ridership and reduce travel times, while maintaining or expanding the total level of vehicle revenue miles of service provided in the planning period; or (ii) make service adjustments to increase the quality or frequency of service provided to low-income riders and disadvantaged neighborhoods or communities.



Contact Information

For questions or additional information:

Colby McFarland

Email: Colby.McFarland@dot.gov

Phone: 202-366-1648



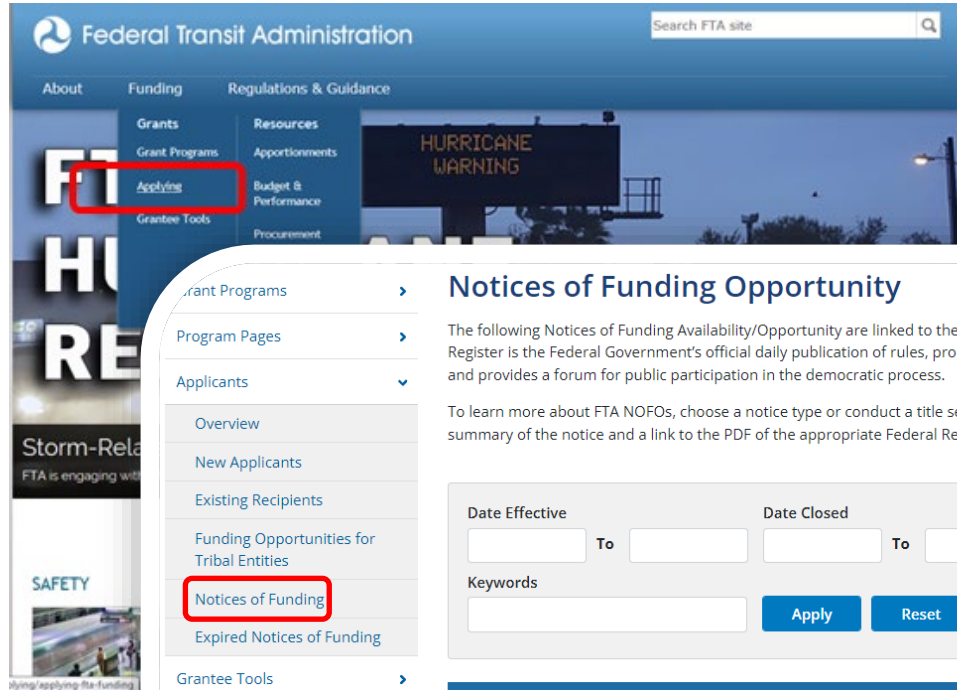
Applying for FTA Grant Opportunities in Grants.gov

The collage consists of three overlapping screenshots:

- Top Left:** A screenshot of the Federal Transit Administration (FTA) website. The header includes the FTA logo and navigation links: About, Funding, Regulations & Guidance. A large banner image shows a light rail train at a station. Below the banner, there is a news item titled "US DOT Announces \$117 Billion CIG Agreement" with a sub-headline "Project will extend Link light rail between Seattle and its most populated northern suburbs".
- Top Right:** A screenshot of the Grants.gov website. The header includes the Grants.gov logo and navigation links: HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS, GRANTORS, SYSTEM-TO-SYSTEM, FORMS, CONNECT, SUPPORT. A search bar is visible. The main content area is titled "Notices of Funding Opportunity" and includes a description of the Federal Register and a section for "Date Effective" and "Close Date" with a table showing dates 2/11/2019 and 4/15/2019.
- Bottom Right:** A screenshot of a mobile app interface. The app is titled "GRANTS.GOV" and features a search bar and a list of "GRANT APPLICATIONS" and "APPLICANT RESOURCES". The resources include links to "How to Apply for Grants", "Track My Application", "Applicant Eligibility", "Organization Registration", "Applicant Registration", "Applicant Training", "Applicant FAQs", "Add/Edit Software Compatibility", "Submitting UTF-8 Special Characters", and "Encountering Error Messages".



FTA Notice of Funding Opportunity



Notices of Funding Opportunity

The following Notices of Funding Availability/Opportunity are linked to the Federal Register website. The Federal Register is the Federal Government's official daily publication of rules, proposed rules, and notices of federal agencies, and provides a forum for public participation in the democratic process.

To learn more about FTA NOFOs, choose a notice type or conduct a title search by keyword. Results will include a summary of the notice and a link to the PDF of the appropriate Federal Register page.

Date Effective: To Date Closed: To

Keywords:

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Date Effective	Close Date	Opportunity ID	Grant Program
09/20/2021	11/19/2021	FTA-2021-008-TPM-Bus	Grants for Buses and Bus Facilities Program
09/14/2021	11/15/2021	FTA-2021-007-TPE	Route Planning Restoration Program

Fiscal Year 2021 Notice of Funding Opportunity for the Route Planning Restoration Program

Date Posted: September 14, 2021
Date Closed: November 15, 2021
Opportunity ID: FTA-2021-007-TPE
Grant Program: [Route Planning Restoration Program](#)
Opportunity Announcement PDF: <https://www.govinfo.gov/content/pkg/FR-2021-09-14/pdf/2021-19735.pdf>
Opportunity Announcement TXT: <https://www.govinfo.gov/content/pkg/FR-2021-09-14/html/2021-19735.htm>

Details: 9/14/2021. Notice of Funding Opportunity (NOFO): Solicitation of Project Proposals for American Rescue Plan (ARP) Act Route Planning Restoration Program. The Federal Transit Administration (FTA) announces the availability of \$25,000,000 in Fiscal Year 2021 American Rescue Plan Act for the Route Planning Restoration Program. Synopses and full announcement are posted on Grants.gov site as opportunity [FTA-2021-007-TPE](#). Proposals must be submitted electronically through Grants.gov website by 11:59 PM Eastern Time on **11/15/2021**.

Summary: American Rescue Plan (ARP) Act Route Planning Restoration Program funding is available through a discretionary process to eligible recipients or subrecipients of Urbanized Area Formula funds (40 U.S.C. 5307).

FTA website:

<https://www.transit.dot.gov/>

Funding Opportunity Notices:

<https://www.transit.dot.gov/funding/grants/notices>

FTA Notice of Funding Opportunity

FTA NOFO Page contains:

- Summary Description
 - Application requirements
 - Eligibility
- Supplemental Form
- Links to Grants.gov
- Links to Program Information
- Other references and links

Link and Instructions for attaching the supplemental form to the SF-424: All applicants must complete the attached [supplemental form](#) and attach it to their submission in GRANTS.GOV.

<https://www.transit.dot.gov/funding/grants/notices>

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Fiscal Year 2021 Notice of Funding Opportunity for the Route Planning Restoration Program

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Link to Grants.gov

Related Links


- [Route Planning Restoration Program](#)
- [Press Release: U.S. Department of Transportation Announces \\$25 Million Funding...](#)

Details: 9/14/2021. Notice of Funding Opportunity (NOFO): Solicitation of Project Proposals for American Rescue Plan (ARP) Act Route Planning Restoration Program. The Federal Transit Administration (FTA) announces the availability of \$25,000,000 in Fiscal Year 2021 American Rescue Plan Act for the Route Planning Restoration Program. Synopses and full announcement are posted on Grants.gov site as opportunity [FTA-2021-007-TPE](#). Proposals must be submitted electronically through Grants.gov website by 11:59 PM Eastern Time on [11/15/2021](#).

Summary: American Rescue Plan (ARP) Act Route Planning Restoration Program funding is available through a discretionary process to eligible recipients or subrecipients of Urbanized Area Formula funds (49 U.S.C. 5307) in

FTA NOFO provides hyperlinks to Grants.gov opportunity notice, related documents, and application package.

Download Application

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FTA-2021-007-TPE
FY 2021 Competitive Funding Opportunity: Route Planning Restoration Program
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SYNOPSIS

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RELATED DOCUMENTS

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General Information

Document Type:	Grants Notice	Version:	Synopsis 8
Funding Opportunity Number:	FTA-2021-007-TPE	Posted Date:	Sep 14, 2021
Funding Opportunity Title:	FY 2021 Competitive Funding Opportunity: Route Planning Restoration Program	Last Updated Date:	Sep 14, 2021
Opportunity Category:	Discretionary	Original Closing Date for Applications:	Nov 14, 2021
Opportunity Category Explanation:		Current Closing Date for Applications:	Nov 15, 2021
Funding Instrument Type:	Grant	Archive Date:	Dec 15, 2021
Category of Funding Activity:	Transportation	Estimated Total Program Funding:	\$25,000,000
Category Explanation:		Award Ceiling:	\$1,000,000
Expected Number of Awards:	25	Award Floor:	
CFDA Number(s):	20.505 -- Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research		
Cost Sharing or Matching Requirement:	No		

Print Synopsis Details ?

SYNOPSIS

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RELATED DOCUMENTS

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Print Related Documents List ?

Click on the following file link(s) to download the related document(s):

File Description	File Name	Last Updated Date/Time	File Size
Folder: Full Announcement - FTA-2021-007-TPE	FTA-2021-007-TPE-Full Announcement - FTA-2021-007-TPE.zip	Sep 14, 2021 01:44:36 PM EDT	366.8 KB
FTA Supplemental Form	FY21-ARP-Planning-Supplemental-Form.pdf	Sep 14, 2021 01:44:36 PM EDT	194.5 KB
Federal Register	FRN_2021-19735.pdf	Sep 14, 2021 10:07:58 AM EDT	229.4 KB

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Opportunity Package(s) Currently Available for this Funding Opportunity:

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
20.505	FTA-2021-007-TPE	FY 2021 Competitive Funding Opportunity: Route Planning Restoration Program	PKG00268932	09/14/2021	11/15/2021	Preview Apply

NOTE: Anyone can download the application package from Grants.gov. However, only “authorized organizational representatives” can submit applications in Grants.gov.



Application Package

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CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
20.505	FTA-2021-007-TPE	FY 2021 Competitive Funding Opportunity: Route Planning Restoration Program	PKG00268932	09/14/2021	11/15/2021	Preview Apply

Preview Opportunity Package Details ?

Opportunity Package Details:

Agency Contact Information: Colby McFarland
Office of Planning and Environment
202-366-1648.

Who Can Apply: Organization Applicants

Packages Forms: [Download Instructions](#)

Mandatory Forms (Click to Preview)	Optional Forms (Click to Preview)
» SF424 Mandatory Form [V3.0] » Grants.gov Lobbying Form [V1.1] » Attachments [V1.2]	---

Close

OMB Number: 4040-0002
Expiration Date: 01/31/2019

APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

1.a. Type of Submission:
☒ Application
☐ Plan
☐ Funding Request
☐ Other
Other (specify):

1.b. Frequency:
☒ Annual
☐ Quarterly
☐ Other
Other (specify):

1.d. Version:
☒ Initial ☐ Resubmission ☐ Revision ☐ Update
2. Date Received:
3. Applicant Identifier:
4a. Federal Entity Identifier:
4b. Federal Award Identifier:

STATE USE ONLY:
5. Date Received by State:
6. State Application Identifier:

1.c. Consolidated Application/Plan/Funding Request?
Yes ☐ No ☒ [Explanation](#)

7. APPLICANT INFORMATION:
a. Legal Name:
b. Employer/Taxpayer Identification Number (EIN/TIN):
c. Organizational DUNS:
d. Address:
Street:
City:
State:
Country: USA: UNITED STATES
e. Organizational Unit:

Street2:
County / Parish:
Province:
Zip / Postal Code:

Please fill out the following form. [Highlight Existing Fields](#)

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Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1		Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2		Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3		Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4		Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5		Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6		Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7		Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8		Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9		Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10		Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11		Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12		Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment

Application Package

Validate Form

FY 2021 Grants under the Route Planning Restoration Program

Applicant and Proposal Profile

Is this a resubmission due to an invalid/error message from FTA? ☐ Yes ☒ No

Section I. Applicant Information

Organization Legal Name:

FTA Recipient ID Number:

Organization Chief Executive Officer:
(Name and Direct Phone Number)

Project Location: ☐ Large Urban (200,000 or greater)
☐ Small Urban (199,999 to 50,000)

Specify the County(s) and State where the project is located:

CAUTION: Do not use “**Supplemental Form**” from prior years or create your own form. Please use the file provided on the FTA website.

The “**Attachment Form**” shown below is included in the SF-424 Grant Application Package in Grants.gov.

Please attach the **FTA Supplemental Form** to the **Attachment Form** shown below when submitting in Grants.gov.

Please fill out the following form.

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Prescribed by OMB Circular A-102

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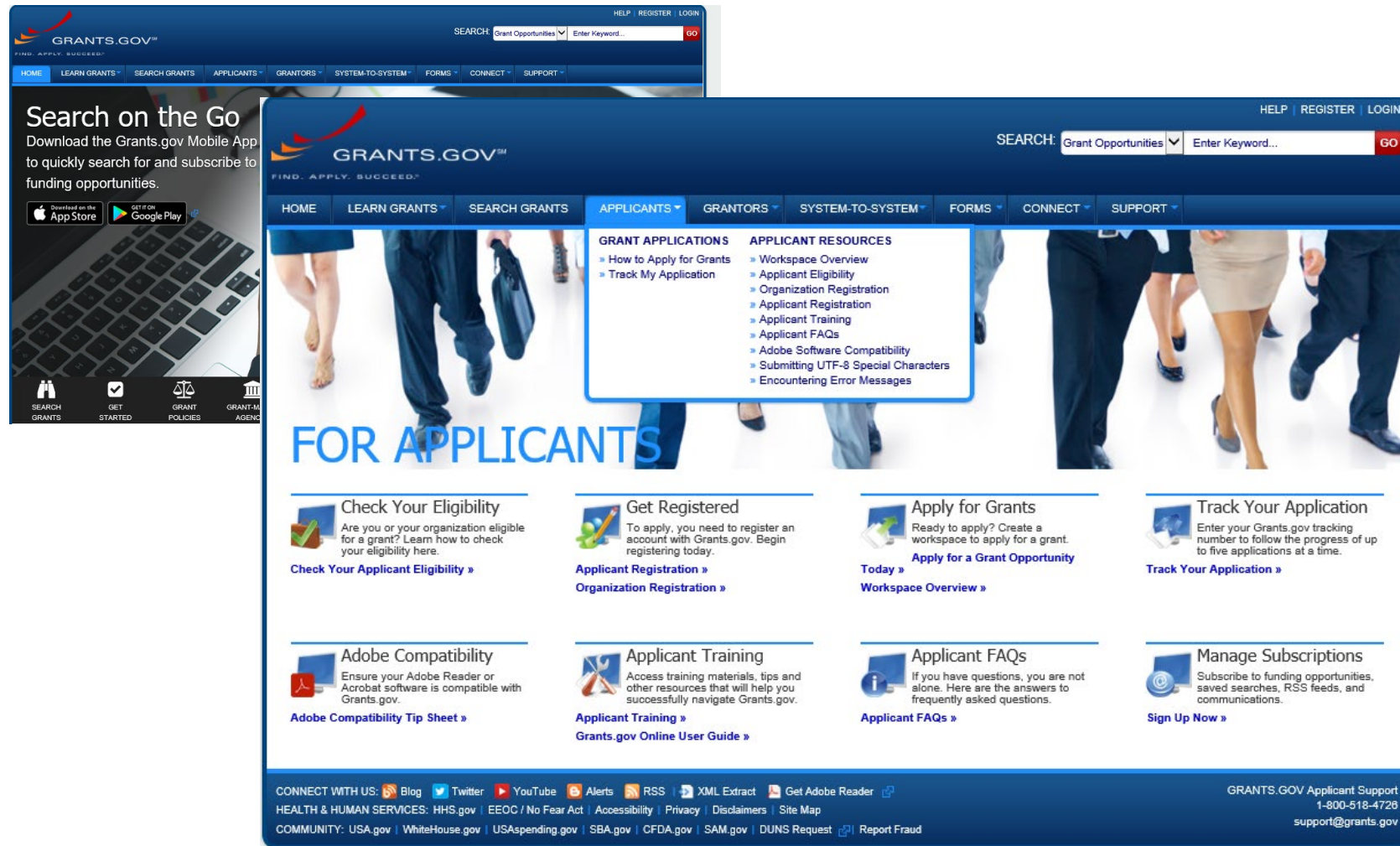
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2) Please attach Attachment 2	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
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8) Please attach Attachment 8	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
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Grants.gov – Applicants



The screenshot displays the Grants.gov website's 'Applicants' section. The header features the Grants.gov logo, a search bar with 'Grant Opportunities' selected, and navigation links for HELP, REGISTER, and LOGIN. Below the header is a blue navigation bar with links: HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS (highlighted), GRANTORS, SYSTEM-TO-SYSTEM, FORMS, CONNECT, and SUPPORT. A sidebar on the left promotes the Grants.gov Mobile App with download links for the App Store and Google Play. The main content area has a large banner with the text 'FOR APPLICANTS' and a background image of people walking. A dropdown menu for 'APPLICANTS' is open, showing two columns of links: 'GRANT APPLICATIONS' (How to Apply for Grants, Track My Application) and 'APPLICANT RESOURCES' (Workspace Overview, Applicant Eligibility, Organization Registration, Applicant Registration, Applicant Training, Applicant FAQs, Adobe Software Compatibility, Submitting UTF-8 Special Characters, Encountering Error Messages). Below the banner are eight tiles with icons and text: 'Check Your Eligibility', 'Get Registered', 'Apply for Grants', 'Track Your Application', 'Adobe Compatibility', 'Applicant Training', 'Applicant FAQs', and 'Manage Subscriptions'. Each tile includes a brief description and a link to the relevant page. The footer contains social media links, a list of government departments (HEALTH & HUMAN SERVICES, COMMUNITY), and contact information for Grants.gov Applicant Support.

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support@grants.gov

<https://www.grants.gov/web/grants/applicants.html>

Applicant – Organization Registration

The screenshot shows the Grants.gov homepage with a blue header. The main navigation bar includes links for HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS (highlighted), GRANTORS, SYSTEM-TO-SYSTEM, FORMS, CONNECT, and SUPPORT. A search bar is located in the top right. Below the navigation bar, there's a large banner with the text "FOR APPLICANTS" and a background image of people walking. To the right of the banner, there's a sidebar with two columns: "GRANT APPLICATIONS" and "APPLICANT RESOURCES". The "GRANT APPLICATIONS" column lists links like "How to Apply for Grants", "Track My Application", "Workspace Overview", "Applicant Eligibility", "Organization Registration", "Applicant Training", "Applicant FAQs", "Adobe Software Compatibility", "Submitting UTF-8 Special Characters", and "Encountering Error Messages". The "APPLICANT RESOURCES" column lists links like "How to Apply for Grants", "Track My Application", "Workspace Overview", "Applicant Eligibility", "Organization Registration", "Applicant Training", "Applicant FAQs", "Adobe Software Compatibility", "Submitting UTF-8 Special Characters", and "Encountering Error Messages". Below the banner, there are eight tiles with icons and text: "Check Your Eligibility", "Get Registered", "Apply for Grants", "Track Your Application", "Adobe Compatibility", "Applicant Training", "Applicant FAQs", and "Manage Subscriptions". Each tile has a brief description and a link to the relevant page. At the bottom, there's a footer with links for "CONNECT WITH US" (Blog, Twitter, YouTube, Alerts, RSS, XML Extract, Get Adobe Reader), "HEALTH & HUMAN SERVICES" (HHS.gov, EEOC / No Fear Act, Accessibility, Privacy, Disclaimers, Site Map), "COMMUNITY" (USA.gov, WhiteHouse.gov, USAspending.gov, SBA.gov, CFDA.gov, SAM.gov, DUNS Request, Report Fraud), and "GRANTS.GOV Applicant Support" (1-800-518-4726, support@grants.gov).

The screenshot shows the "ORGANIZATION REGISTRATION" page on Grants.gov. The page has a blue header with the same navigation bar as the homepage. Below the header, there's a sidebar with two columns: "GRANT APPLICATIONS" and "APPLICANT RESOURCES". The "GRANT APPLICATIONS" column lists links like "How to Apply for Grants", "Track My Application", "Workspace Overview", "Applicant Eligibility", "Organization Registration", "Applicant Training", "Applicant FAQs", "Adobe Software Compatibility", "Submitting UTF-8 Special Characters", and "Encountering Error Messages". The "APPLICANT RESOURCES" column lists links like "How to Apply for Grants", "Track My Application", "Workspace Overview", "Applicant Eligibility", "Organization Registration", "Applicant Training", "Applicant FAQs", "Adobe Software Compatibility", "Submitting UTF-8 Special Characters", and "Encountering Error Messages". The main content area is titled "ORGANIZATION REGISTRATION" and contains a section "Registering an Organization" with instructions for new organizations. It states that organizations must complete several steps before applying for a federal grant: 1. Obtain a DUNS Number, 2. Register with SAM, and 3. Register with Grants.gov. Each step has a brief description and a link to the relevant page. The "1. Obtain a DUNS Number" section includes a table with the following information:

How do I get a DUNS number?	How long does this step usually take?
Call 1-866-705-5711 or access the Dun & Bradstreet website http://fedgov.dnb.com/webform	1-2 business days

The "2. Register with SAM" section includes a table with the following information:

How do I register with the System Award Management (SAM)?	How long does this step usually take?
Access https://www.sam.gov and complete the online registration process. You also need the authorizing official of the organization to send a notarized letter to SAM and an EIN.	After SAM receives the notarized letter, up to 2 weeks (up to 5 more weeks to acquire EIN)

The "3. Register with Grants.gov" section includes a table with the following information:

How do I register with Grants.gov?	How long does this step usually take?
Access https://www.grants.gov and complete the online registration process. You also need the authorizing official of the organization to send a notarized letter to Grants.gov and an EIN.	After SAM receives the notarized letter, up to 2 weeks (up to 5 more weeks to acquire EIN)

Organizations must register in Grants.gov in order to submit applications

Workspace in Grants.gov

GRANTS.GOV > Applicants > Workspace Overview

WORKSPACE OVERVIEW

GRANT APPLICATIONS

- » [How to Apply for Grants](#)
- » [Track My Application](#)

APPLICANT RESOURCES

- » [Workspace Overview](#)
- » [Workspace Basic](#)
- » [Workspace Intermediate](#)
- » [Workspace Advanced](#)
- » [Workspace Process](#)
- » [Workspace Roles](#)
- » [Custom Roles](#)
- » [Applicant Eligibility](#)
- » [Organization Registration](#)
- » [Applicant Registration](#)
- » [Applicant Training](#)
- » [Applicant FAQs](#)
- » [Adobe Software Compatibility](#)
- » [Submitting UTF-8 Special Characters](#)
- » [Encountering Error Messages](#)

Get Started on Your Workspace Application

Workspace is the standard way for organizations or individuals to apply for federal grants in Grants.gov. Workspace allows a grant team to simultaneously access and edit different forms within an application. Plus, the forms can be filled out online or offline—your choice.

Grants.gov Workspace also allows applicants and organizations to tailor their application workflow. Here are three approaches that applicants can take when completing a Workspace application:

Basic

- + Best for organizations with 1-2 registered Grants.gov users
- + Application forms are downloaded and emailed to collaborators before being uploaded back to the workspace

[LEARN MORE >](#)

Intermediate

- + Best for organizations with 3-5 registered Grants.gov users
- + Applicant teams are typically comprised of an AOR who submits, as well as a Workspace Owner who oversees form completion

[LEARN MORE >](#)

Advanced

- + Best for organizations with external Grants.gov users such as consultants
- + Workspace Owner manages form access
- + Workspace Owner manages subforms

[LEARN MORE >](#)

Using Custom Roles in Workspace

Organizations are also able to create custom roles and assign these roles to the users affiliated with the organization.

[LEARN MORE >](#)

GRANTS.GOV > Applicants > Workspace Overview > Workspace Roles

WORKSPACE ROLES

GRANT APPLICATIONS

- » [How to Apply for Grants](#)
- » [Track My Application](#)

APPLICANT RESOURCES

- » [Workspace Overview](#)
- » [Workspace Basic](#)
- » [Workspace Intermediate](#)
- » [Workspace Advanced](#)
- » [Workspace Process](#)
- » [Workspace Roles](#)
- » [Custom Roles](#)
- » [Applicant Eligibility](#)
- » [Organization Registration](#)
- » [Applicant Registration](#)
- » [Applicant Training](#)
- » [Applicant FAQs](#)
- » [Adobe Software Compatibility](#)
- » [Submitting UTF-8 Special Characters](#)
- » [Encountering Error Messages](#)

Grants.gov Roles & Privileges

When an applicant organization user registers with Grants.gov, the organization E-Business Point of Contact (EBiz POC) -- or a user with the Expanded AOR role -- can assign the user a core role, a custom role, or no role.

- EBIZ**: Administrator E-Business Point of Contact (EBiz POC)
- EXP**: Core Role Expanded AOR
- AOR**: Core Role Standard AOR
- WM**: Core Role Workspace Manager
- CUST**: Custom Role
- NO ROLE**: No Role

E-Business Point of Contact

The E-Business Point of Contact (EBiz POC) works primarily at the administrative level to (among other tasks) assign roles to organization users once they register with Grants.gov.

Web Addresses

FTA Funding Opportunities:

- <https://www.transit.dot.gov/funding/grants/notices>

Grants.gov:

- <http://www.grants.gov/>
- <http://www.grants.gov/web/grants/applicants.html>

Contact Grants.gov Support Center to get help with Grants.gov issues:

GRANTS.GOV Applicant Support

1-800-518-4726

support@grants.gov





[TRANSIT.DOT.GOV](https://www.transit.dot.gov)