

FTA's 2022 Funding Opportunity:

Pilot Program for Transit-Oriented Development (TOD) Planning

June 09, 2022



The contents of this webinar do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies. Grantees and subgrantees should refer to FTA's statutes and regulations for applicable requirements of the TOD Pilot Program.

Introduction - Pilot Program for TOD Planning

- Grants for comprehensive or site-specific planning in new fixed guideway and core capacity improvement transit project corridors
- Six previous rounds = 110 projects for \$90 million
- NOFO released May 26, 2022
- Applications are due on July 25, 2022
- Project Selection Announcements: Autumn 2022



Transit-Oriented Development Planning Map

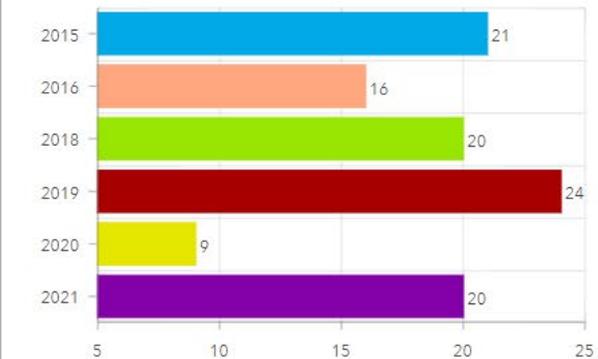
List of Projects

(Sorted by Award Year then State)

- Tempe Streetcar, Tempe, AZ (2015)
- Mid-Coast Corridor, San Diego, CA (2015)
- Peninsula Corridor Electrification Project, San Francisco to San Jose, CA (2015)
- Downtown Riverfront Streetcar, Sacramento and West Sacramento, CA (2015)
- BART Transbay Corridor Core Capacity, Oakland and San Francisco, CA (2015)
- New Haven-Hartford-Springfield Line, New Haven to Springfield, CT (2015)
- Wave Streetcar, Fort Lauderdale, FL (2015)
- Tri-Rail Coastal Link, Miami to Jupiter, FL (2015)
- Atlanta BeltLine, Atlanta, GA (2015)
- MARTA I-20 East Rail Extension, DeKalb County, GA (2015)
- Red and Purple Line Modernization Phase One, Chicago, IL (2015)

Projects by Award Year

(Click on a bar to select/unselect)



Pilot Program for Transit-Oriented Development Planning



Goals for the Program

- Encourage comprehensive or site-specific TOD planning at transit station areas in corridors containing eligible projects
- Support TOD planning work that goes beyond what local agencies would usually fund themselves
- Encourage partnerships to maximize chances for successful TOD implementations



Transit Project Requirements

TOD planning work must be associated with a new fixed guideway or core capacity improvement project as defined in the NOFO

- **Does not** need to be a candidate for or recent recipient of Capital Investment Grants Program funding (or candidate for or recent recipient of any FTA/DOT funding)
- Fixed guideway projects under construction or recently opened can be considered “new”
- Core capacity improvement projects are also “new”

Eligible Applicants

- Existing FTA grantees that meet one of the following:
 - Sponsor of an eligible transit project and partnering with an entity in the project corridor that has land use authority
 - An entity in an eligible transit project corridor that has land use authority and is partnering with the transit project sponsor
 - Sponsor of an eligible transit project and has land use authority
- Only one application per transit project corridor
- Multiple corridors allowed (but separate application needed for each)



Work Plans

Address all six aspects in NOFO section (C)(3)(ii)

- A. Enhance economic development and ridership
- B. Facilitate multimodal connectivity and accessibility
- C. Increase non-motorized access to transit hubs
- D. Enable mixed-use development
- E. Identify infrastructure needs associated with the transit project
- F. Include private sector participation

Identify final deliverables

- See NOFO section (C)(3)(ii) for examples

Grant Conditions

- Maximum 80 percent Federal funding share
- In-kind contributions permitted; transportation development credits (toll revenue credits) do not count towards the local match requirement
- Pre-award authority guidance with notice of award selections
- Section 5303 Metropolitan Planning Program requirements apply



Ineligible Activities

- Transit project development activities that would be reimbursable under an FTA capital grant
- Capital projects
 - See NOFO section (C)(3)(iii) for examples



Submitting an Application

- Apply through grants.gov (FTA-2022-004-TPE-TODP)
 - Don't wait until **July 25!**
- SF 424 Mandatory form with attachments:
 - Applicant and Proposal Profile supplemental form, available via <http://www.transit.dot.gov/TODPilot>
 - A map of the proposed study area
 - Evidence of partnerships between the transit project sponsor and land use planning authority
 - Documentation of local (non-federal) funding commitments

Initial Application Screening Criteria

- Eligible applicant and transit project
- Evidence of partnership
- Complete application including:
 - Overview of comprehensive or site-specific TOD planning study
 - Work plan by task, including substantial deliverables
 - Schedule in terms of milestones
 - Project budget and identification of matching funds
 - Performance measures for the planning work
 - Potential impediments and how the work plan will address it

Formal Application Evaluation Criteria

Based on the information provided in the Applicant and Proposal Profile supplemental form and other attachments

- Demonstrated need for TOD planning funds
- Strength of the work plan, schedule and process
- Funding commitments for TOD planning work



Additional Considerations

FTA's strategic goals and objectives:

- Address affordable housing needs and mixed-income
- Provide equitable housing choices
- Avoid displacement of low-income households
- Address homelessness
- Geographic diversity
- Diversity in the size of the grantees receiving funding
- Applicant's receipt of other competitive awards
- Address value capture



Environmental Justice

- Environmental justice populations include low income and minority population(s) as defined in Executive Order 12898 “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations” and FTA’s Environmental Justice Circular 4703.1.
- Applicants are encouraged to identify any EJ populations located within the proposed service area and describe anticipated benefits to that population(s).
- The geographic unit should be appropriate to the scope of the project.

A formal EJ analysis is not requested.



Equity

Executive Order 13985:

- Advancing Racial Equity and Support for Underserved Communities Through the Federal Government
- Pursue a government-wide approach to advancing equity for all, including people of color and others who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality



Climate Change

Executive Order 14008 & 13900

- Protecting Public Health and the Environment and Restoring Science to Tackle Climate Crisis
- Tackling the Climate Crisis at Home and Abroad
- An approach to achieve net-zero emissions by no later than 2050
- Addressing the disproportionately high and adverse human health, environmental, climate-related and other cumulative impacts on disadvantaged communities

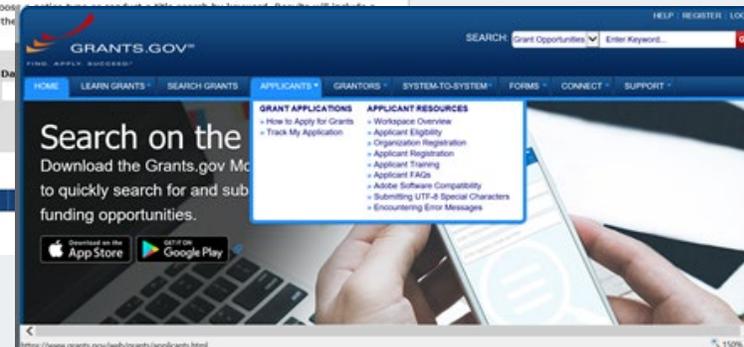
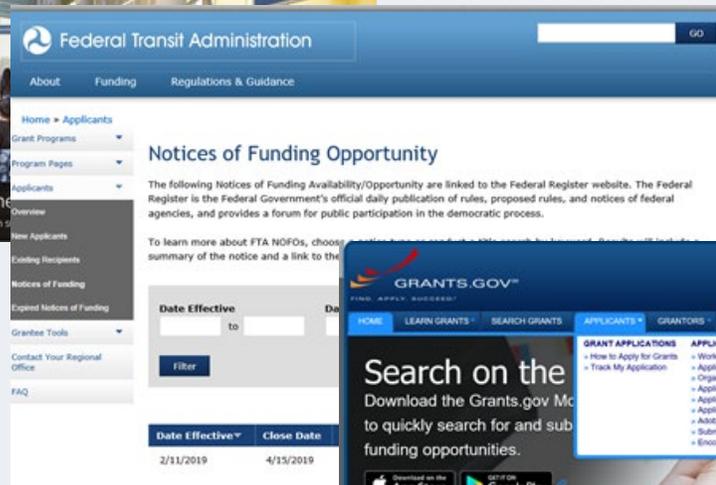
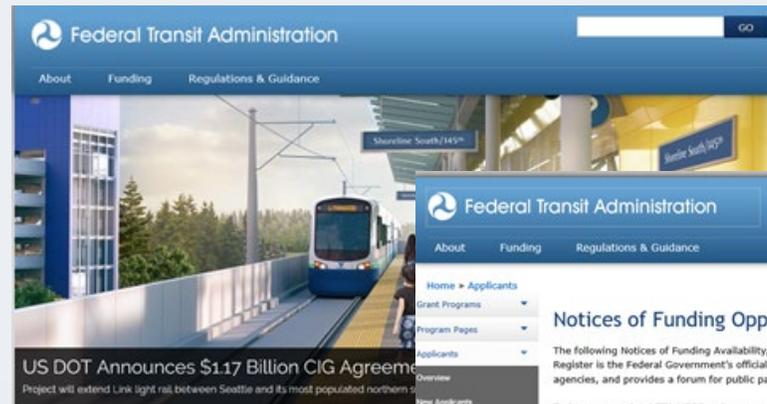


Historically Disadvantaged Community Tool

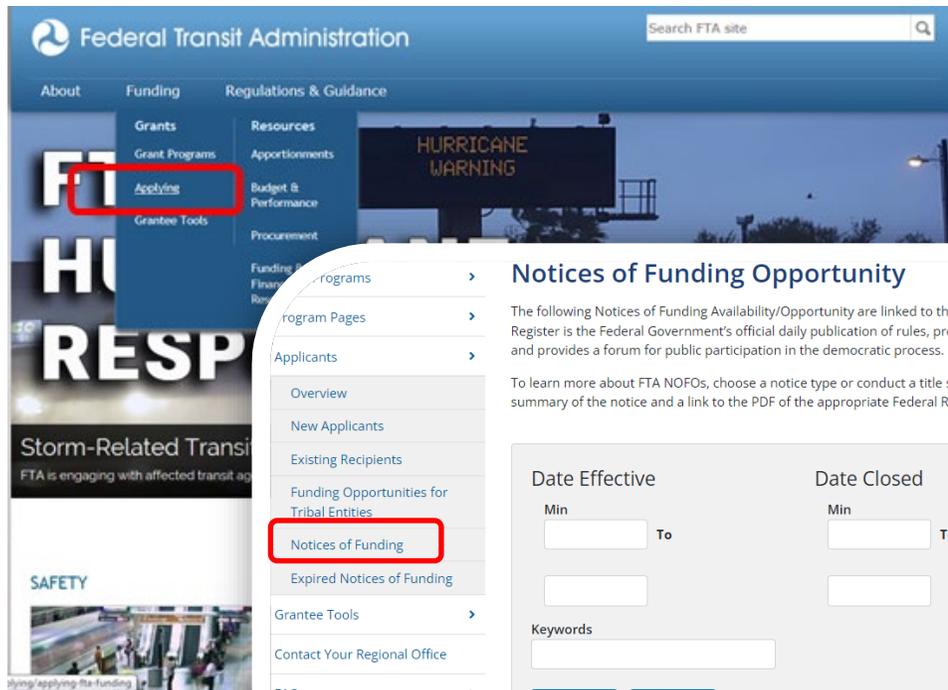
Mapping Tool:

- To assist applicants in identifying whether a project is located in a Historically Disadvantaged Community.
- Addresses how the project is related to housing or land use reforms.
- Describe specific and direct ways the project will mitigate or reduce climate change impacts.

Applying for FTA Grant Opportunities in Grants.gov



FTA Notice of Funding Opportunity

A screenshot of the 'Notices of Funding Opportunity' page on the FTA website. The page title is 'Notices of Funding Opportunity'. Below the title, there is a paragraph explaining that the notices are linked to the Federal Register website. Below this, there is a search form with fields for 'Date Effective' (Min and To), 'Date Closed' (Min and To), and 'Keywords'. There are 'Apply' and 'Reset' buttons. Below the search form, there is a table with the following columns: 'Date Effective', 'Close Date', 'Opportunity ID', and 'Grant Program'. The 'Opportunity ID' column has a red box around the entry 'FTA-2022-004-TPF-TODP'.

Date Effective	Close Date	Opportunity ID	Grant Program
05/26/2022	07/25/2022	FTA-2022-004-TPF-TODP	Program for Transit-Oriented Development Planning - Section 20005(b)

A screenshot of the 'Public Transportation on Indian Reservations Program FY 2022 Notice of Funding' page on the FTA website. The page title is 'Public Transportation on Indian Reservations Program FY 2022 Notice of Funding'. Below the title, there is a paragraph explaining the notice. Below this, there is a search form with fields for 'Date Effective' (Min and To), 'Date Closed' (Min and To), and 'Keywords'. There are 'Apply' and 'Reset' buttons. Below the search form, there is a table with the following columns: 'Date Effective', 'Close Date', 'Opportunity ID', and 'Grant Program'. The 'Opportunity ID' column has a red box around the entry 'FTA-2022-003-TPM-TRTR'.

Date Effective	Close Date	Opportunity ID	Grant Program
		FTA-2022-003-TPM-TRTR	Public Transportation on Indian Reservations Program: Tribal Transit Competitive Program

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>

The screenshot shows the Federal Transit Administration website. The main heading is "Pilot Program for Transit-Oriented Development Planning FY2022 Notice of Funding". Key information includes: Date Posted: May 26, 2022; Date Closed: July 25, 2022; Opportunity ID: FTA-2022-004-TPE-TODP. The "Grant Program" is "Pilot Program for Transit-Oriented Development Planning - Section 20005(b)". There are links for the "Opportunity Announcement PDF" and "Opportunity Announcement TXT". A "Related Links" section is highlighted with a red box, containing links to the "Pilot Program for Transit-Oriented Development Planning" and a "Press Release: U.S. Department of Transportation Announces Initial \$13 Million". A yellow box labeled "Link to Grants.gov" has an arrow pointing to the opportunity ID "FTA-2022-004-TPE-TODP" in the details section, which is also highlighted with a red box. The details section states: "Details: May 26, 2022. Notice of Funding Opportunity (NOFO): Solicitation of Project Proposals for the Pilot Program for Transit-Oriented Development (TOD) Planning. The Federal Transit Administration (FTA) announces the availability of \$13,160,021 to support comprehensive or site-specific planning associated with new fixed guideway and core capacity improvement projects. The full announcement is posted on Grants.gov as opportunity [FTA-2022-004-TPE-TODP](#). Proposals must be submitted electronically through the Grants.gov website by 11:59 p.m. Eastern Daylight Time on July 25, 2022."

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

Download Application

GRANTS.GOV
FIND. APPLY. SUCCEED.™

HOME LEARN GRANTS SEARCH GRANTS APPLICANTS GRANTORS SYSTEM-TO-SYSTEM FORMS CONNECT SUPPORT

SEARCH: Grant Opportunities Enter Keyword... GO

GRANTS.GOV > View Opportunity

VIEW GRANT OPPORTUNITY

FTA-2022-004-TPE-TODP
FY 2022 Pilot Program for Transit-Oriented Development (TOD) Planning
Department of Transportation
DOT/Federal Transit Administration

Apply Subscribe

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

SYNOPSIS VERSION HISTORY RELATED DOCUMENTS PACKAGE

Print Synopsis Details ?

General Information

Document Type: Grants Notice	Version: Synopsis 1
Funding Opportunity Number: FTA-2022-004-TPE-TODP	Posted Date: May 26, 2022
Funding Opportunity Title: FY 2022 Pilot Program for Transit-Oriented Development (TOD) Planning	Last Updated Date: May 26, 2022
Opportunity Category: Discretionary	Original Closing Date for Applications: Jul 25, 2022
Opportunity Category Explanation:	Current Closing Date for Applications: Jul 25, 2022
Funding Instrument Type: Grant	Archive Date: Aug 24, 2022
Category of Funding Activity: Transportation	Estimated Total Program Funding: \$13,160,021
Category Explanation:	Award Ceiling: \$0
Expected Number of Awards: 22	Award Floor: \$0
CFDA Number(s): 20.500 -- Federal Transit Capital Investment Grants	
Cost Sharing or Matching Requirement: Yes	

Eligibility

SYNOPSIS VERSION HISTORY RELATED DOCUMENTS PACKAGE

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-2022-004-TPE-TODP	FTA-2022-004-TPE-TODP-Full Announcement - FTA-2022-004-TPE-TODP.zip	May 26, 2022 09:22:41 AM EDT	921.6 KB
Federal Register Notice	FRN-2022-11336.pdf	May 26, 2022 09:21:56 AM EDT	234.6 KB
Supplemental Form	FY22-TOD-Supplemental-Form.pdf	May 26, 2022 09:22:41 AM EDT	754.8 KB

SYNOPSIS VERSION HISTORY RELATED DOCUMENTS PACKAGE

Print Package List ?

Select Grant Opportunity Package

PLEASE READ BEFORE APPLYING!
If you view and complete your application package using Grants.gov downloadable PDF forms, you MUST have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, ALL applicants must be using the same Adobe Reader version. [Click for more information on Adobe Reader Compatibility.](#)

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

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
20.500	FTA-2022-004-TPE-TODP	FY 2022 Pilot Program for Transit-Oriented Development (TOD) Planning	PKG00274652	05/26/2022	07/25/2022	Preview Apply

Application Package

SYNOPSIS | VERSION HISTORY | RELATED DOCUMENTS | **PACKAGE**

Select Grant Opportunity Package

Print Package List ?

PLEASE READ BEFORE APPLYING!

If you view and complete your application package using Grants.gov downloadable PDF forms, you MUST have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, ALL applicants must be using the same Adobe Reader version. [Click for more information on Adobe Reader Compatibility.](#)

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

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
20.500	FTA-2022-004-TPE-TODP	FY 2022 Pilot Program for Transit-Oriented Development (TOD) Planning	PKG00274652	05/26/2022	07/25/2022	Preview Apply

Preview Opportunity Package Details

Opportunity Package Details:

Agency Contact Information: April McLean-McCoy
 FTA Office of Planning and Environment
 E-mail: April.McLeanMcCoy@dot.gov
 Phone: (202) 366-7429

Who Can Apply: Organization Applicants

PACKAGE FORMS:

[Download Instructions](#)

Mandatory Forms (Click to Preview)	Optional Forms (Click to Preview)
<ul style="list-style-type: none"> » 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: <input checked="" type="checkbox"/> Application <input type="checkbox"/> Plan <input type="checkbox"/> Funding Request <input type="checkbox"/> Other Other (specify): <input type="text"/>	1.b. Frequency: <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Quarterly <input type="checkbox"/> Other Other (specify): <input type="text"/>	1.d. Version: <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Resubmission <input type="checkbox"/> Revision <input type="checkbox"/> Update 2. Date Received: <input type="text"/> STATE USE ONLY: 3. Applicant Identifier: <input type="text"/> 5. Date Received by State: <input type="text"/> 4a. Federal Entity Identifier: <input type="text"/> 6. State Application Identifier: <input type="text"/> 4b. Federal Award Identifier: <input type="text"/>
1.c. Consolidated Application/Plan/Funding Request? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Explanation		
7. APPLICANT INFORMATION: a. Legal Name: <input type="text"/> b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> c. Organizational DUNS: <input type="text"/> d. Address: Street: <input type="text"/> Street2: <input type="text"/> City: <input type="text"/> County / Parish: <input type="text"/> State: <input type="text"/> Province: <input type="text"/> Country: <input type="text"/> Zip / Postal Code: <input type="text"/> USA: UNITED STATES <input type="text"/> e. Organizational Unit: <input type="text"/>		

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

ATTACHMENTS FORM

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	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
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
5) Please attach Attachment 5	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment

Application Package

v1.0

Applicant and Proposal Profile

Validate Form

FY 2022 Pilot Program for Transit-Oriented Development Planning

Section I. Applicant Information

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

Organization Legal Name:

FTA Recipient ID Number (if applicable):

Organization Chief Executive Officer:
(name and direct phone number)

Is the proposed comprehensive or site-specific planning work associated with a new fixed guideway transit project or a core capacity improvement transit project as outlined in the Notice of Funding Opportunity? Yes No

Is the applicant either the sponsor of this transit project or an entity with land use authority in the transit project corridor (or both)? Yes No

Identify the transit project, including mode, station locations and length, and when it opened to revenue service or is expected to open:

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. Highlight Existing Fields

Authorized for Local Reproduction Standard Form 424 Mandatory (Effective 08/2005)
Prescribed by OMB Circular A-102

ATTACHMENTS FORM

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	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
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
5) Please attach Attachment 5	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	<input type="text"/>	Add Attachment	Delete Attachment	View Attachment

Grants.gov – Applicants

GRANTS.GOV™
FIND. APPLY. SUCCEED.™

SEARCH: Grant Opportunities | Enter Keyword... GO

HOME | LEARN GRANTS | SEARCH GRANTS | **APPLICANTS** | GRANTORS | SYSTEM-TO-SYSTEM | FORMS | CONNECT | SUPPORT

APPLICANTS

- GRANT APPLICATIONS
 - » How to Apply for Grants
 - » Track My Application
- 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

FOR APPLICANTS

Check Your Eligibility
Are you or your organization eligible for a grant? Learn how to check your eligibility here.
[Check Your Applicant Eligibility »](#)

Get Registered
To apply, you need to register an account with Grants.gov. Begin registering today.
[Applicant Registration »](#)
[Organization Registration »](#)

Apply for Grants
Ready to apply? Create a workspace to apply for a grant.
[Today »](#)
[Apply for a Grant Opportunity](#)
[Workspace Overview »](#)

Track Your Application
Enter your Grants.gov tracking number to follow the progress of up to five applications at a time.
[Track Your Application »](#)

Adobe Compatibility
Ensure your Adobe Reader or Acrobat software is compatible with Grants.gov.
[Adobe Compatibility Tip Sheet »](#)

Applicant Training
Access training materials, tips and other resources that will help you successfully navigate Grants.gov.
[Applicant Training »](#)
[Grants.gov Online User Guide »](#)

Applicant FAQs
If you have questions, you are not alone. Here are the answers to frequently asked questions.
[Applicant FAQs »](#)

Manage Subscriptions
Subscribe to funding opportunities, saved searches, RSS feeds, and communications.
[Sign Up Now »](#)

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](#)

GRANTS.GOV Applicant Support
1-800-518-4728
support@grants.gov

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

Applicant – Organization Registration

GRANTS.GOV™
FIND. APPLY. SUCCEED.™

HELP | REGISTER | LOGIN

SEARCH: Grant Opportunities | Enter Keyword... | GO

HOME | LEARN GRANTS | SEARCH GRANTS | **APPLICANTS** | GRANTORS | SYSTEM-TO-SYSTEM | FORMS | CONNECT | SUPPORT

GRANT APPLICATIONS

- How to Apply for Grants
- Track My Application

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

FOR APPLICANTS

Check Your Eligibility
Are you or your organization eligible for a grant? Learn how to check your eligibility here.
[Check Your Applicant Eligibility »](#)

Get Registered
To apply, you need to register an account with Grants.gov. Begin registering today.
[Applicant Registration »](#)
[Organization Registration »](#)

Apply for Grants
Ready to apply? Create a workspace to apply for a grant.
[Today »](#)
[Apply for a Grant Opportunity](#)
[Workspace Overview »](#)

Track Your Application
Enter your Grants.gov tracking number to follow the progress of up to five applications at a time.
[Track Your Application »](#)

Adobe Compatibility
Ensure your Adobe Reader or Acrobat software is compatible with Grants.gov.
[Adobe Compatibility Tip Sheet »](#)

Applicant Training
Access training materials, tips and other resources that will help you successfully navigate Grants.gov.
[Applicant Training »](#)
[Grants.gov Online User Guide »](#)

Applicant FAQs
If you have questions, you are not alone. Here are the answers to frequently asked questions.
[Applicant FAQs »](#)

Manage Subscriptions
Subscribe to funding opportunities, saved searches, RSS feeds, and communications.
[Sign Up Now »](#)

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](#)

GRANTS.GOV Applicant Support
1-800-518-4726
support@grants.gov

LEARN GRANTS | SEARCH GRANTS | **APPLICANTS** | GRANTORS | SYSTEM-TO-SYSTEM | FORMS | CONNECT | SUPPORT

GRANTS.GOV > Applicants > Organization Registration

ORGANIZATION REGISTRATION

GRANT APPLICATIONS

- How to Apply for Grants
- Track My Application

APPLICANT RESOURCES

- Workspace Overview
- Applicant Eligibility
- Organization Registration
- Step 1: Obtain a DUNS Number
- Step 2: Register with SAM
- Step 3: Register with Grants.gov
- Applicant Registration
- Applicant Training
- Applicant FAQs
- Adobe Software Compatibility
- Submitting UTF-8 Special Characters
- Encountering Error Messages

Registering an Organization
The instructions below are for new organizations or organizations that have never applied for a federal grant before. Most applicants work for organizations that already completed these steps to do business with the federal government.

Before your organization can apply for a federal grant, there are several steps an organization must complete outside of Grants.gov prior to submitting an application through Grants.gov. An organization is an entity that submits grant applications on behalf of the group, such as a state government, nonprofit organization, or a private business. Once you form a legal entity with a **Employer Identification Number (EIN)**, you are ready to complete the steps below.

Below are the main steps and links to more information to complete this process. The process below can take between three business days and five weeks, so please make sure to begin early. If you do not complete these steps by the submission deadline, you are unlikely to be allowed to submit an application. Contact the federal agency point of contact listed in the grant opportunity to discuss that agency's policy.

1. Obtain a DUNS Number

How do I get a DUNS number?
Call 1-866-705-5711 or access the Dun & Bradstreet website
<http://fedgov.dnb.com/webform>

How long does this step usually take?
1-2 business days

2. Register with SAM

How do I register with the System Award Management (SAM)?
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.

How long does this step usually take?
After SAM receives the notarized letter, up to 2 weeks (up to 5 more weeks to acquire EIN)

3. Register with Grants.gov

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

Workspace in Grants.gov

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	Intermediate	Advanced
<p>+ Best for organizations with 1-2 registered Grants.gov users</p> <p>+ Application forms are downloaded and emailed to collaborators before being uploaded back to the workspace</p> <p>LEARN MORE ></p>	<p>+ Best for organizations with 3-5 registered Grants.gov users</p> <p>+ Applicant teams are typically comprised of an AOR who submits, as well as a Workspace Owner who oversees form completion</p> <p>LEARN MORE ></p>	<p>+ Best for organizations with external Grants.gov users such as consultants</p> <p>+ Workspace Owner manages form access</p> <p>+ Workspace Owner manages subforms</p> <p>LEARN MORE ></p>

Using Custom Roles in Workspace

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

[LEARN MORE >](#)

WORKSPACE ROLES

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.

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



Common Questions (1 of 3)

When are the responses to this Notice of Funding Offering due?

What is the maximum allowable period of performance, if we get a TOD planning award?

Are MPOs and Cities eligible for an award?



Common Questions (2 of 3)

If we get a TOD planning award, does this mean we must eventually pursue a Capital Investment Grants application?

We have a BRT service in operation that does not meet the fixed guideway BRT definition in the NOFO, but are considering a possible upgrade that will meet this definition, would this project be eligible?



Common Questions (3 of 3)

My agency received TOD Pilot Program funds under a previous funding opportunity. Are we eligible for consideration of another award?



Open Session: Q & A

Please enter your questions in the Chat box



Thank you!

For more information about the program, visit
<http://www.transit.dot.gov/TODPilot>

April McLean-McCoy, FTA Office of Planning and Environment
(202) 366-7429
April.McLeanMcCoy@dot.gov

