

Posting Funding Opportunities in Grants.gov

Applies to:

All grants and cooperative agreements

Background

Program and contracting offices must post a funding opportunity in Grants.gov for all [discretionary awards/programs](#) [1]

Department Policy

In order to provide the public opportunity to view potential funding opportunities (as recipients and possible sub-grantees) thereby maintaining transparency consistent with the customer service mandates prescribed in P.L. 106-107, synopses of all cooperative agreement and [discretionary grant](#) funding opportunities must be posted to Grants.gov (www.grants.gov). [2] Posting exemptions are discussed [here](#).

Service Policy

Only [discretionary programs](#) must post a funding opportunity in Grants.gov. The Financial Assistance Policy and Oversight office's "Issuing a New Financial Assistance Award Guidance" (May 11. 2012) provides directions on what program offices need to do when posting their funding opportunities in Grants.gov.[3]

Frequently Asked Questions

Can a mandatory program use Grants.gov to receive applications but not post funding opportunities? [4]

Yes. If a mandatory program wishes to receive applications via Grants.gov but not post funding opportunities, they should:

1. Post the funding opportunity synopsis from PRISM
2. From Grants.gov (using a grantor user account), search for the PRISM-generated synopsis and attach the application package, notice of funding availability, and application instructions
3. Delete the synopsis
4. Communicate the funding opportunity number to the known applicant(s)

Can a mandatory program post their funding opportunities to Grants.gov? [5]

Yes. If a mandatory program wants their funding opportunity to show up in a general Grants.gov public search should:

1. Post a synopsis from PRISM
 2. From Grants.gov (using a grantor user account), find the synopsis and change the synopsis Opportunity Category field from "Discretionary" (PRISM default) to "Mandatory"
 3. Update the Cost Sharing or Matching Requirements field, if needed
 4. Upload an application package, notice of funding availability, and application instructions
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References

[1] FAPO, "Issuing a New Financial Assistance Award Guidance" (May 11. 2012) Section 5 B.

[2] 505 DM 2.12

[3] FAPO's guidance document is available at [insideFWS](#).

[4] FAPO, "Issuing a New Financial Assistance Award Guidance" (May 11, 2012) Section 5 B.

[5] *ibid.*