

Recipients

To obtain access to a training aid on How to Apply to a Directed Announcement, first login to GrantSolutions.gov.

Access GrantSolutions at this link: <https://home.grantsolutions.gov/home/>

Once you have logged into GrantSolutions, follow these steps to access training documentation. Screenshots are provided below.

Click on the graduation cap, highlighted in green in the following screenshot:

The screenshot shows a web browser window with the URL `grantsolutions.gov/ge`. The page header includes the GrantSolutions logo, the user name "Attorney General, I", and navigation tabs for "Opportunities", "Applications", and "Grants". In the top right corner, there is a navigation area with a graduation cap icon (highlighted with a green box), a blue circle with "CP", a dropdown arrow, and a notification bell icon. Below the header, the main content area is titled "My Grants List" and features a toggle switch for "Show Closed Grants". A blue button labeled "All Grants (0)" is visible. A search bar contains the placeholder text "Enter Grant # (you must enter the exact grant # to search)". The main content area is empty, displaying a large "X" icon and the message "You currently have no active grants." Below this message, it says "Check out funding opportunities your organization can apply for." A blue circular help icon with a question mark is located in the bottom right corner.

The following screen will be displayed. Click 'Done' on the Help/Support notice.

The screenshot shows the website grantsolutions.gov. The main navigation includes 'Attorney General', 'Opportunities', 'Applications', and 'Grants'. The 'My Grants List' section features a toggle for 'Show Closed Grants' and a button for 'All Grants (0)'. A search bar prompts the user to 'Enter Grant # (you must enter the exact grant # to search)'. A central notification box contains the following text:

Help/Support has moved to the Training Library!

Training, Support, and Documentation has moved to the Training Library.

Here you can find: **Quick Sheets, Training Videos, and System Interactive Guides.** There is also a searchable menu, helping you locate items by key terms.

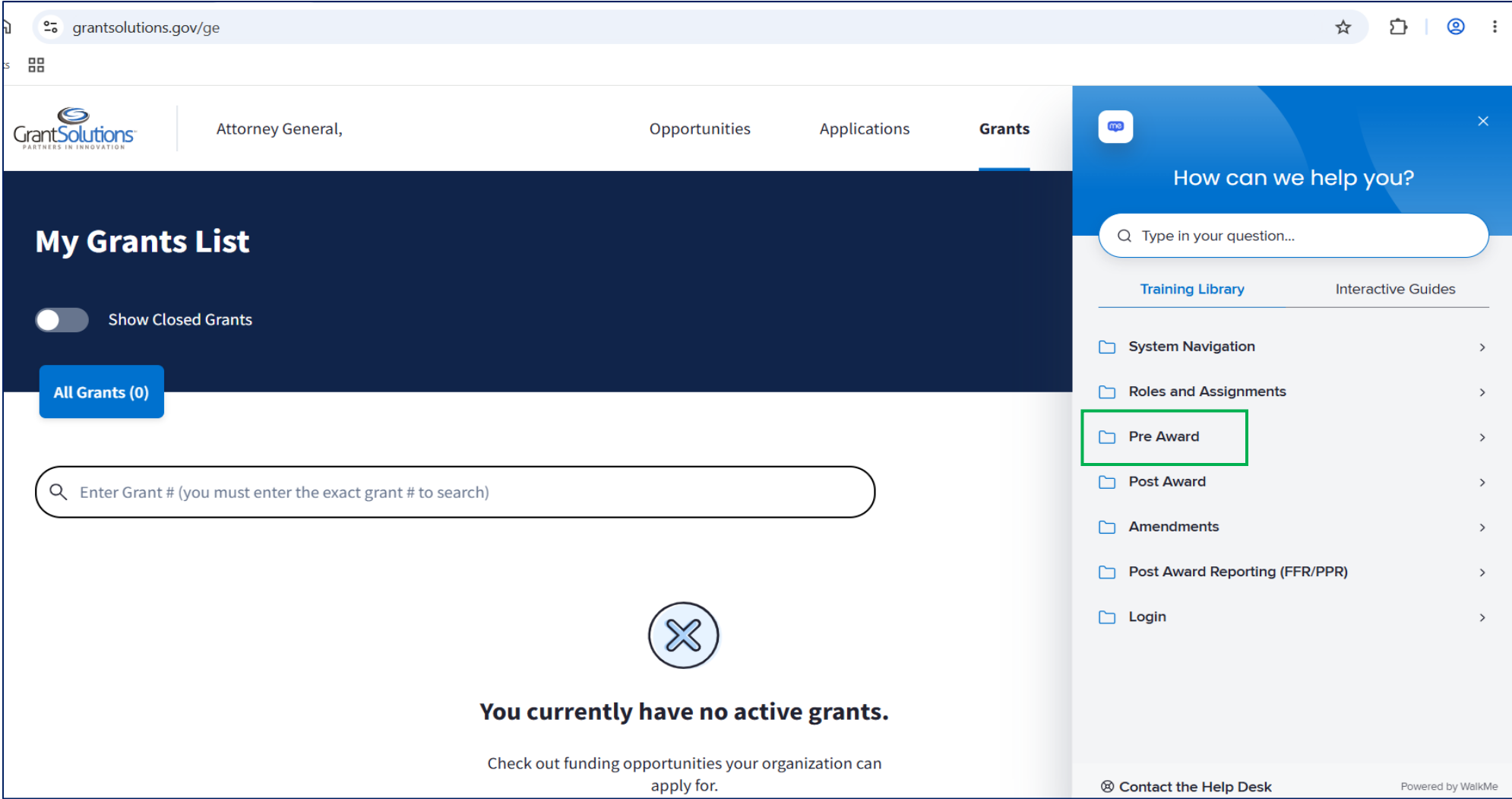
If you are unable to locate a specific resource or have any additional questions, click **Contact Help Desk** in the bottom-left of the Resource Center.

Done

The right sidebar, titled 'How can we help you?', includes a search bar and a list of categories: Training Library, Interactive Guides, System Navigation, Roles and Assignments, Pre Award, Post Award, Amendments, Post Award Reporting (FFR/PPR), and Login. At the bottom of the sidebar, there is a 'Contact the Help Desk' button and the text 'Powered by WalkMe'.

At the bottom of the main content area, it states: **You currently have no active grants.** Check out funding opportunities your organization can apply for.

The following screen will be displayed. Select 'Pre Award' from the Training Library options, highlighted in green in the following screenshot.



Select 'Apply for a Directed Announcement' from the options under Pre Award, highlighted in green in the following screenshot.

The screenshot shows the GrantSolutions.gov website interface. The main content area is titled "My Grants List" and displays a message: "You currently have no active grants." Below this message, it says "Check out funding opportunities your organization can apply for." The sidebar on the right, titled "How can we help you?", contains a search bar and a list of navigation options. The "Pre Award" category is expanded, and the "Apply for a Directed Announcement" option is highlighted with a green border. Below it, the "Accepting a Grant" option is visible. The "Post Award" and "Amendments" categories are also listed. At the bottom of the sidebar, there is a "Contact the Help Desk" button and a "Powered by WalkMe" note.

grantsolutions.gov/ge

GrantSolutions PARTNERS IN INNOVATION

Attorney General, Opportunities Applications **Grants**

My Grants List

Show Closed Grants

All Grants (0)

Enter Grant # (you must enter the exact grant # to search)

You currently have no active grants.

Check out funding opportunities your organization can apply for.

How can we help you?

Type in your question...

Training Library Interactive Guides

- System Navigation
- Roles and Assignments
- Pre Award
 - Apply for a Directed Announcement**
Step-by-step guide for applicants to apply to Directed Announcements in GrantSolutions GM...
 - Accepting a Grant
When a grant is awarded, Agencies may require the Grantee Authorizing Official to log into the...
- Post Award
- Amendments

Contact the Help Desk Powered by WalkMe

The 'Apply for a Directed Announcement' training aid will open.

home.grantsolutions.gov/home/federal-training-resources/apply-for-a-directed-announcement/

An official website of the United States government [Here's how you know](#)

GrantSolutions INNOVATION

Federal Training Resources

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Apply for a Directed Announcement

Audience: Grant Recipients

Purpose

This Quick Sheet provides step-by-step instructions for how to apply to a Directed Announcement in the GrantSolutions Grants Management Services (GMM).

Steps

To apply to a Directed Announcement, follow the below steps:

1. From the "My Grants List" click the **Opportunities** tab.

GrantSolutions PARTNER IN INNOVATION | GrantSolutions Training Organization | **Opportunities** | Applications | Grants | RE |

My Grants List