



How to Apply for a USCIS Citizenship and Integration Grant



USCIS

April 10, 2024

Administrative Reminders



- Today's presentation is not intended for media attribution.
- For media inquiries or on the record statements, please contact the USCIS Office of Public Affairs at media@uscis.dhs.gov.
- For congressional inquiries please contact: usciscongressionalinquiries@uscis.dhs.gov.
- All lines are muted.
- Submit written questions through the “Q&A box” on the right side of your screen.

Agenda



U.S. Citizenship
and Immigration
Services

- Welcome
- Overview of the USCIS Citizenship and Integration Grant Program
- How to apply for federal grants
- Eligibility requirements
- Questions and Answers

Welcome – USCIS Office of Citizenship



U.S. Citizenship
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Services

Provides federal leadership, tools, and resources to foster immigrant integration

Promotes instruction and training on citizenship rights and responsibilities

Engages and supports organizations in their integration efforts



Overview of the USCIS Citizenship and Integration Grant Program



U.S. Citizenship
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Services



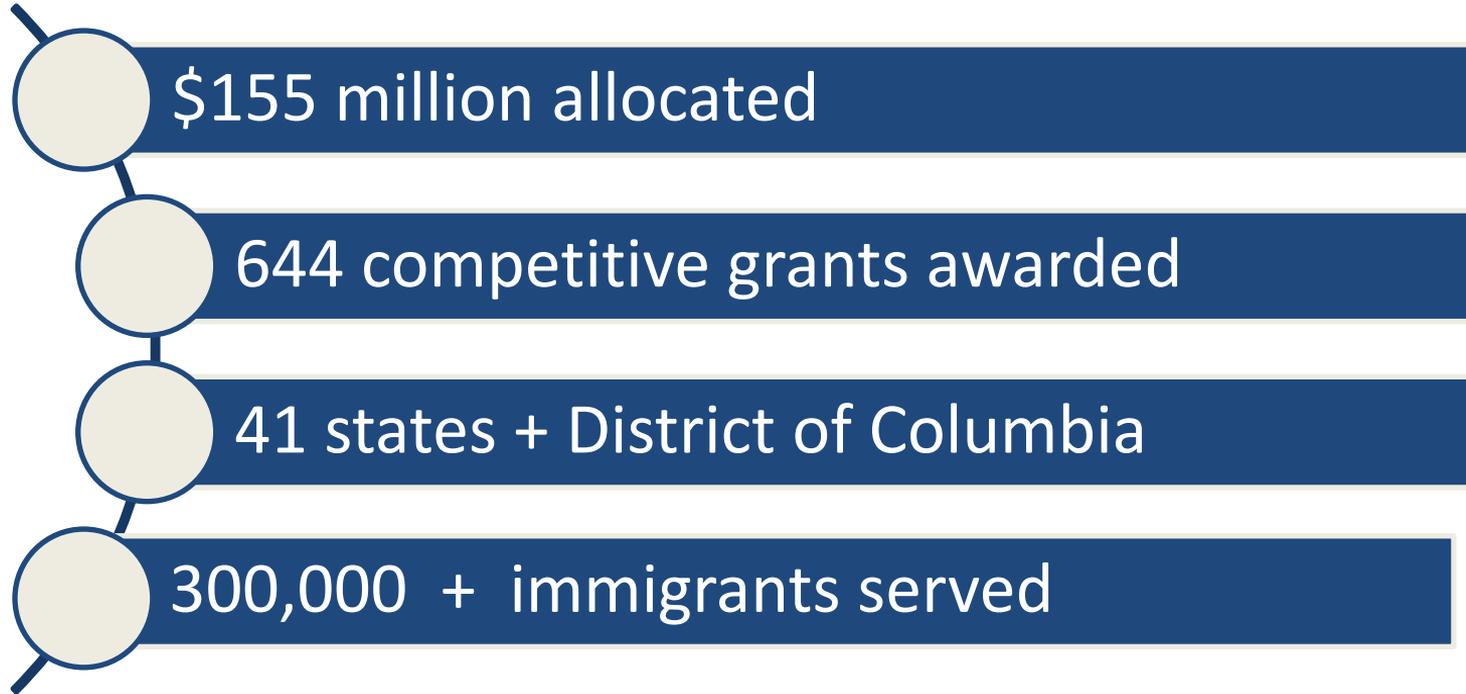
The goal of the Citizenship and Integration Grant Program is to:

- Expand the availability of high-quality citizenship preparation services for immigrants across the nation and
- Provide opportunities for immigrants to gain the knowledge and skills necessary to integrate into the fabric of American society

Program Impact



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Who Can Apply?



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Historically, a diverse range of organizations have been eligible to apply, including:

- City, township and county governments
- Independent school districts
- Indian/Native American tribally designated organizations and governments
- Public/Indian housing authority
- Nonprofits with 501(c)(3) or 501(c)(6) IRS status, other than institutions of higher education
- Private, public and state-controlled institutions of higher education
- Special district governments
- State governments

When Can Organizations Apply?



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- Organizations may apply for the FY24 Citizenship and Integration Grant Program as soon as the FY 24 Notices of Funding Opportunity are published on www.grants.gov
- Historically, the application period has been open for 45-60 days
- There are steps organizations may take now to begin preparing for the application period

Review and Selection Process



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- Applications are due by the deadline on the Notices of Funding Opportunity
- USCIS conducts a technical review of all eligible applications:
 - USCIS convenes panels of grant reviewers
 - Applications are scored and ranked based on the criteria in the Notices of Funding Opportunity

Grants Application Process



U.S. Citizenship
and Immigration
Services

Sagal Musa

Grants.gov

www.grants.gov

Grants.gov Guide for Applicants

USCIS Citizenship and Integration Grants Program Webinar
April 10, 2024



Agenda



- Introduction to Grants.gov
- Grants.gov Resources for Applicants
 - Online resources
 - Customer assistance
- Basics of Grants.gov
 - Registration
 - Navigation of Grants.gov website
 - Search Grants
 - Applying through Grants.gov
- Summary
- Ways to Connect with Grants.gov



Introduction to Grants.gov



- The Grants.gov program management office was established in 2002 and managed by the Department of Health and Human Services
- **Mission statement:** Provide a common website for federal agencies to post discretionary funding opportunities and for grantees to find and apply to them
- **Partners:** Grants.gov partners with 34 federal awarding agencies to post their financial assistance opportunities
- **Reach:** In FY23, Grants.gov published more than 4,000 notices of funding opportunity (NOFOs) worth over \$161 billion of federal financial assistance



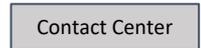
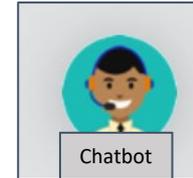
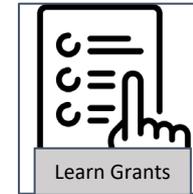
Grants.gov Resources for Applicants

- Online Resources

- User Guide/Online help: Provides descriptive information/steps for Grants.gov functions
- Learn Grants: Provides the 101 for federal grants
- Chatbot: Provides quick answers for frequently asked questions
- Newsletter: Informs users of the latest with Grants.gov and partners
- YouTube video playlist: Provides videos with screenshots for various Grants.gov workflows
- Blog: Provides detailed information on multiple topics
- Subscription: Subscribes you to opportunities of your interest

- Customer Assistance

- Grants.gov Contact Center & Self-service knowledge base
- Grantor point of contact (POC) information

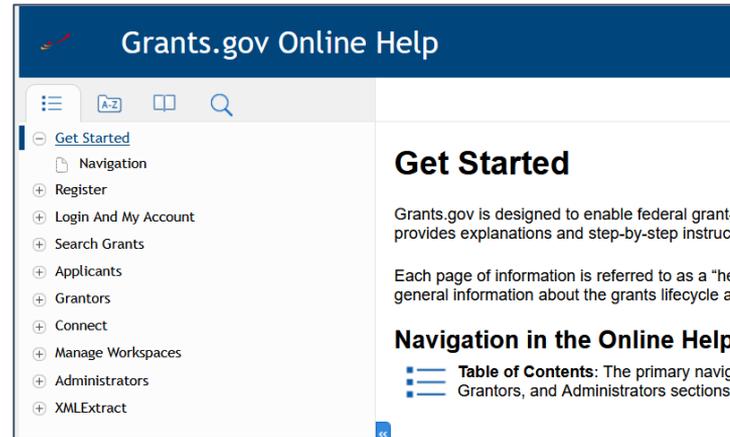


User Guide/Online help

- The Grants.gov User Guide/Online Help provides explanations and instructions for both applicants and grantors
- The help articles can be easily accessed by clicking on the Help link at the top or the  icon

Resources:

- [User guide / Online Help](#)

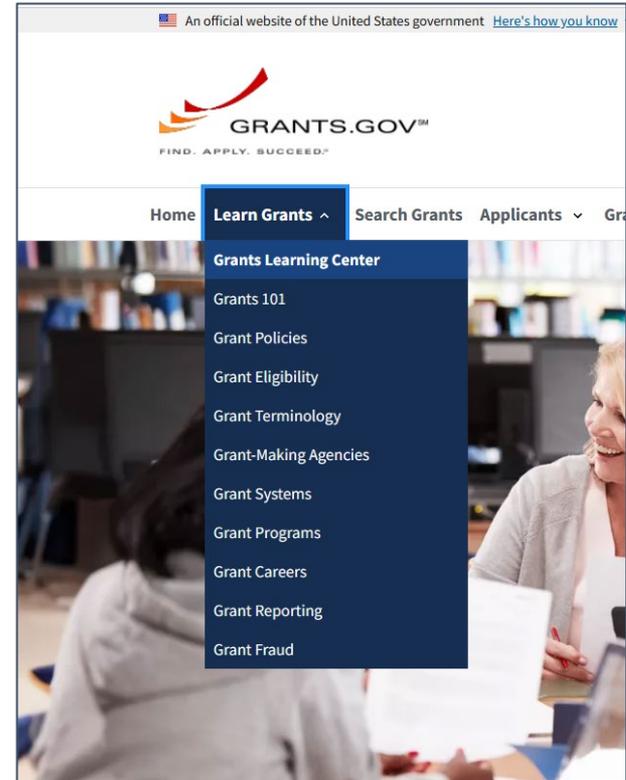


Learn Grants

- Provides the applicant a gateway to the federal grants world
- Important links:
 - Grants 101: Describes grants lifecycle
 - Grant Eligibility: Describes/defines eligibility
 - Grant Terminology: Provides glossary of grant terms
 - Grant Making Agencies: Lists grant making agencies
 - Has link to Recent Grants on Grants.gov
 - Grant Reporting: Describes reporting process, oversight, and lists reporting forms
 - Grant Fraud: Provides means to fight fraud

Resource:

- [Grants.gov Learn Grants Page](#)

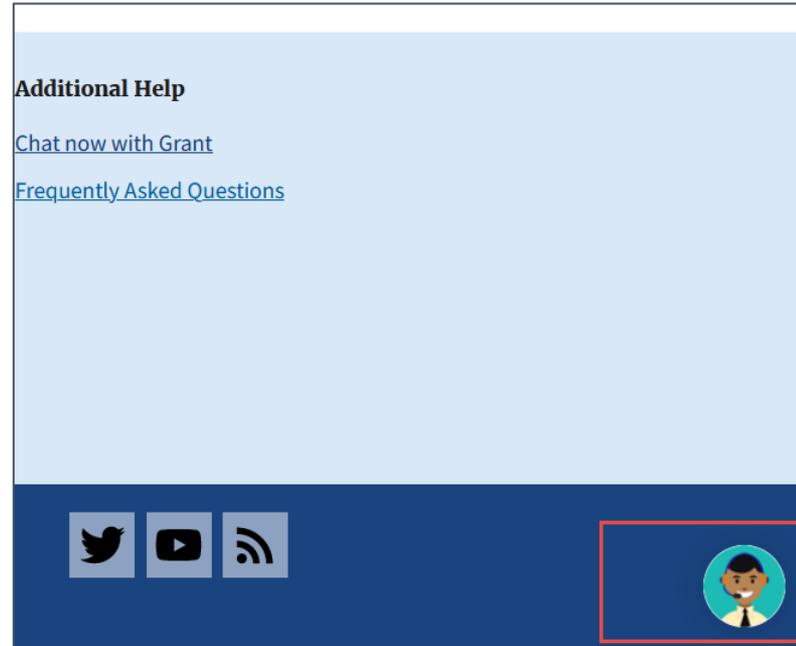


Chatbot (Grant)

- Chatbot:
 - Grant, the Grants.gov chatbot answers frequently asked questions
 - Grant is available on most of the Grants.gov web pages
 - Provide feedback to improve Grants.gov ability to assist you
 - Click on the chatbot icon in the footer to open

Resources:

- Chatbot: Click on the chatbot icon

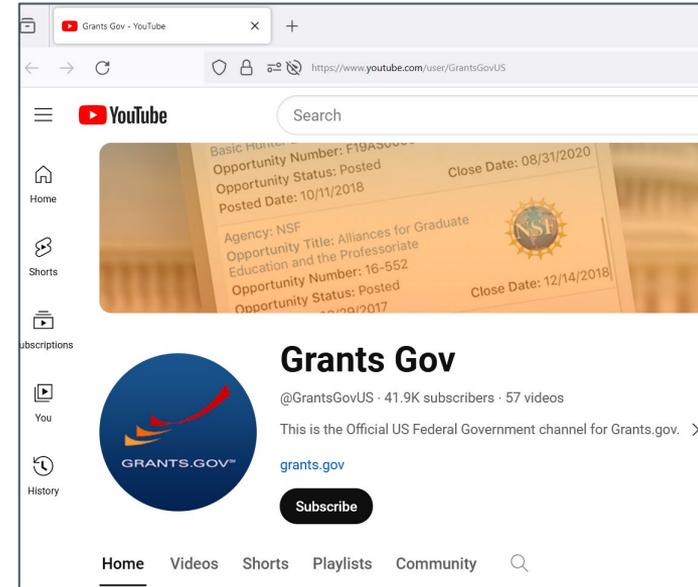


YouTube Videos

- YouTube video playlist:
 - Provides 50+ videos to assist users
 - Videos provide walk throughs of various Grants.gov functions
 - Click on YouTube link in the footer to view

Resources:

- [Grants.gov YouTube](https://www.youtube.com/user/GrantsGovUS)



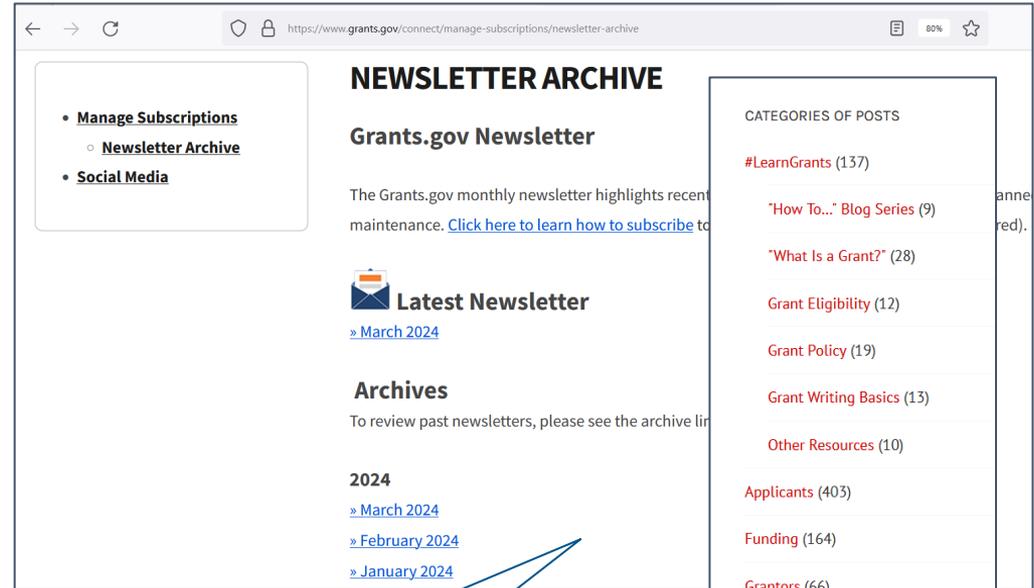
Newsletter and Blogs

- Newsletters:

- Highlight latest blogs and provide upcoming changes
- Subscription required for receiving the monthly newsletters
- Published newsletters are available to all on the archive page

- Blogs:

- Provide in-depth explanation for various topics
- A total of 299 blogs available under various categories
- Click on Blog link in the footer to view

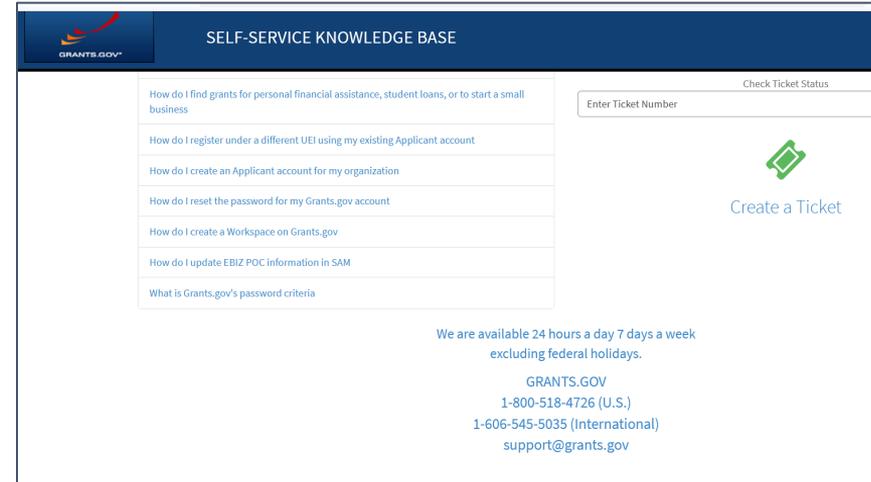


Resources:

- [Grants.gov Newsletter Archive](#)
- [Grants.gov Community Blog](#)

Customer Assistance – Contact Center

- Grants.gov Contact Center
 - Provides assistance to all Grants.gov applicants for Grants.gov related questions. Examples
 - How do I register?
 - Why is the Apply button greyed out?
 - How can I share a workspace with my colleague?
 - Self-Service Knowledge Base
 - Lists top 10 user questions and other answers related to Grants.gov functionality
 - Submit service request using this portal



The screenshot shows the 'SELF-SERVICE KNOWLEDGE BASE' section of the Grants.gov website. It features a list of 10 frequently asked questions, such as 'How do I find grants for personal financial assistance...' and 'How do I register under a different UEI...'. To the right, there is a 'Check Ticket Status' section with an input field for 'Enter Ticket Number' and a 'Create a Ticket' button. Below the knowledge base, contact information for Grants.gov is provided, including the phone number 1-800-518-4726 and the email support@grants.gov.

Resources:

- [Self-Service Knowledge Base](#)

Customer Assistance – Grantor Contact

- Grantor Contact Information in NOFO:
 - Notice of funding opportunity (NOFO) provides a point of contact from the grantor agency
 - Grantor POC answers the questions specific to the grant. Examples
 - Am I eligible for this grant?
 - Can you extend my deadline?
 - Grantor POC information can be found under the Additional Information section of the View Grant Opportunity page

Additional Information

[View Grant Opportunity >> Additional Information >> Grantor Contact Information](#)

Agency Name: Department of Homeland Security - FEMA

Description: The Department of Homeland Security (DHS) Federal Emergency Management Agency administrations of the Assistance to Firefighters Grant (AFG) Programs. The purpose of respect to fire and fire-related hazards. The Grants Programs Directorate administers th offers grants to support activities in two categories: (1) activities designed to reach high and fire-related hazards ("Fire Prevention and Safety Activity") and (2) research and de Research and Development Activity"). The program guidance document provides pote of an application for financial assistance for both of these activity areas.

Link to Additional Information: <https://www.fema.gov/grants/preparedness/firefighters>

Grantor Contact Information: If you have difficulty accessing the full announcement electronically, please contact:

FEMA GO Help Desk
Phone: 1-877-585-3242 E-mail: femago@fema.dhs.gov

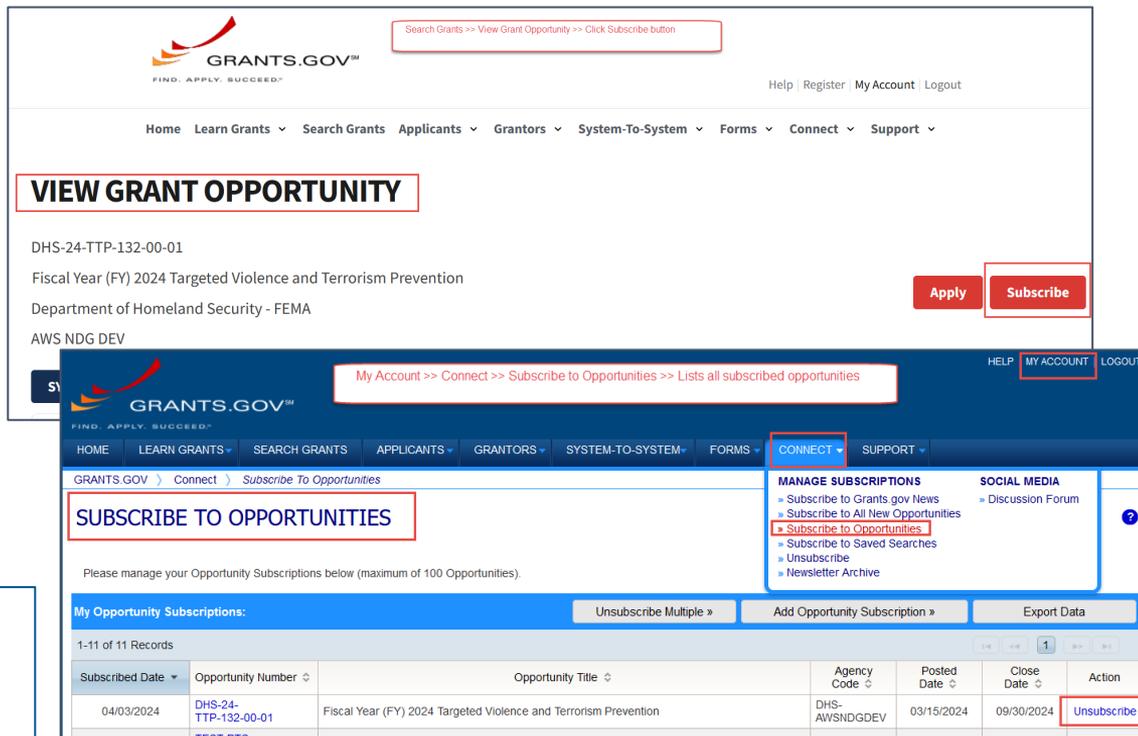
femago@fema.dhs.gov

Subscribe to Opportunities

- Subscribe to posted or forecasted opportunities
- User must be logged in to subscribe
- Varied subscriptions available –
 - Grants.gov News
 - All new opportunities
 - Opportunities of choice
 - Saved Searches

Resources:

- [Manage Subscriptions](#)



The screenshot shows two overlapping screenshots of the Grants.gov website. The top screenshot is the 'VIEW GRANT OPPORTUNITY' page for opportunity DHS-24-TTP-132-00-01. It features a search bar at the top with a callout: 'Search Grants >> View Grant Opportunity >> Click Subscribe button'. The main content area includes the opportunity title, fiscal year (FY 2024 Targeted Violence and Terrorism Prevention), and department (Department of Homeland Security - FEMA). There are 'Apply' and 'Subscribe' buttons on the right. The bottom screenshot is the 'SUBSCRIBE TO OPPORTUNITIES' page. It has a callout: 'My Account >> Connect >> Subscribe to Opportunities >> Lists all subscribed opportunities'. The 'CONNECT' menu item is highlighted. A 'MANAGE SUBSCRIPTIONS' dropdown menu is open, showing options like 'Subscribe to Grants.gov News', 'Subscribe to All New Opportunities', 'Subscribe to Opportunities', 'Subscribe to Saved Searches', 'Unsubscribe', and 'Newsletter Archive'. Below this is a table titled 'My Opportunity Subscriptions' with columns for Subscribed Date, Opportunity Number, Opportunity Title, Agency Code, Posted Date, Close Date, and Action. The table contains one record for the same opportunity as the top screenshot, with an 'Unsubscribe' button in the Action column.

VIEW GRANT OPPORTUNITY

DHS-24-TTP-132-00-01
Fiscal Year (FY) 2024 Targeted Violence and Terrorism Prevention
Department of Homeland Security - FEMA
AWS NDG DEV

Apply **Subscribe**

SUBSCRIBE TO OPPORTUNITIES

GRANTS.GOV > Connect > Subscribe To Opportunities

MANAGE SUBSCRIPTIONS

- Subscribe to Grants.gov News
- Subscribe to All New Opportunities
- Subscribe to Opportunities**
- Subscribe to Saved Searches
- Unsubscribe
- Newsletter Archive

SOCIAL MEDIA

- Discussion Forum

My Opportunity Subscriptions: Unsubscribe Multiple » Add Opportunity Subscription » Export Data

1-11 of 11 Records

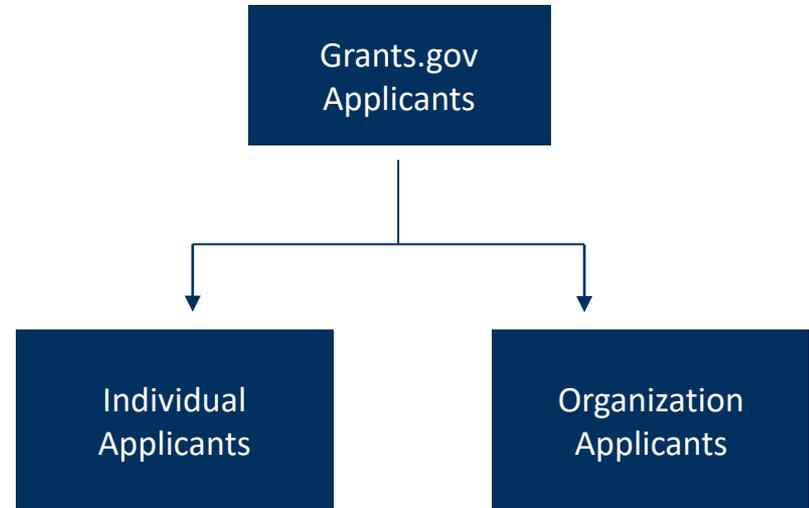
Subscribed Date	Opportunity Number	Opportunity Title	Agency Code	Posted Date	Close Date	Action
04/03/2024	DHS-24-TTP-132-00-01	Fiscal Year (FY) 2024 Targeted Violence and Terrorism Prevention	DHS-AWSNDGDEV	03/15/2024	09/30/2024	Unsubscribe

Reminder: Fraud

- Federal financial assistance award recipients are a crucial part of safeguarding Federal funds and maintaining a secure cyber environment
- Fraud prevention
 - [You Can Help Fight Fraudulent Activity](#)
 - [Report Fraud](#)

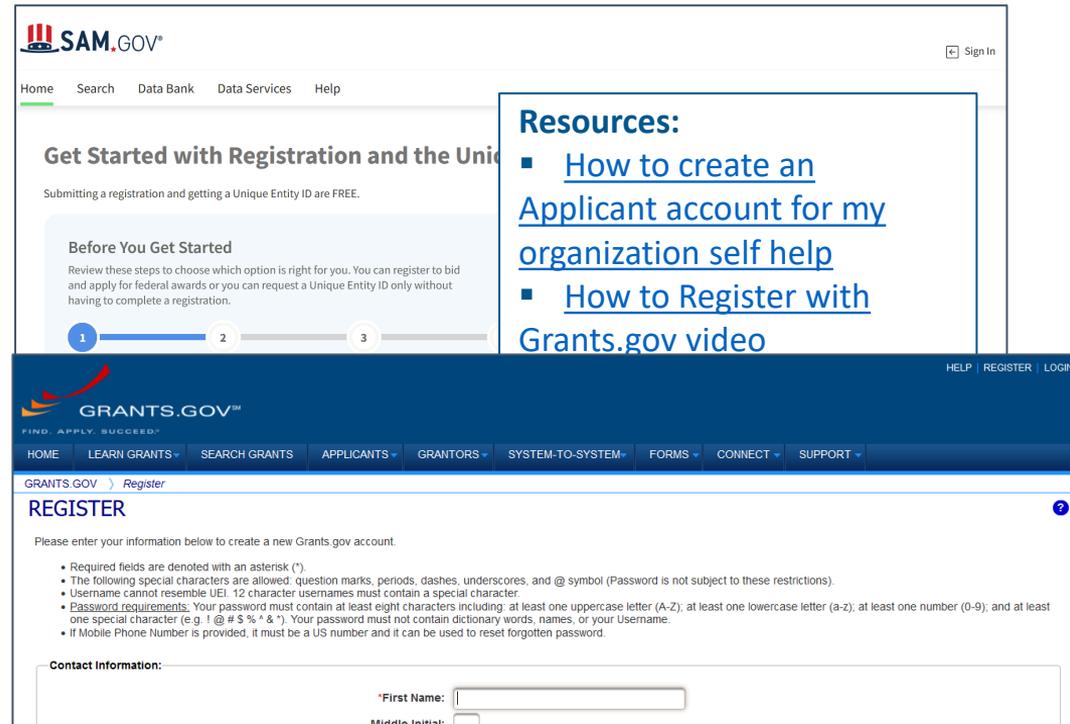
Grants.gov Applicants

- Individual applicant: An individual that applies for themselves
 - Does not need to register with The System for Award Management ([SAM.gov](https://www.sam.gov))
 - Does not need unique entity identifier (UEI)
 - Does not need roles assigned in Grants.gov
- Organization applicant: An individual that works on applications on behalf of an organization
 - Organization needs to fully register with SAM.gov
 - Organization needs UEI
 - Individuals of the organization need appropriate roles assigned in Grants.gov
- Grants.gov does not charge the applicants any fee



Pre-requisites for Applying through Grants.gov

- Registration of applicant organization with SAM.gov
 - Fully [register with SAM.gov](#)
 - Designate an E-Business Point of Contact (EBiz POC)
 - Acquire Unique Entity Identifier (UEI) for your organization
 - Start early as this process may take 7-10 business days
- Register with and log into Grants.gov
 - [Register with Grants.gov](#)
 - Add a profile (Individual Applicant / Organization Applicant)
 - Link Grants.gov account with that of Login.gov
 - Follow the on-screen prompts for all pages



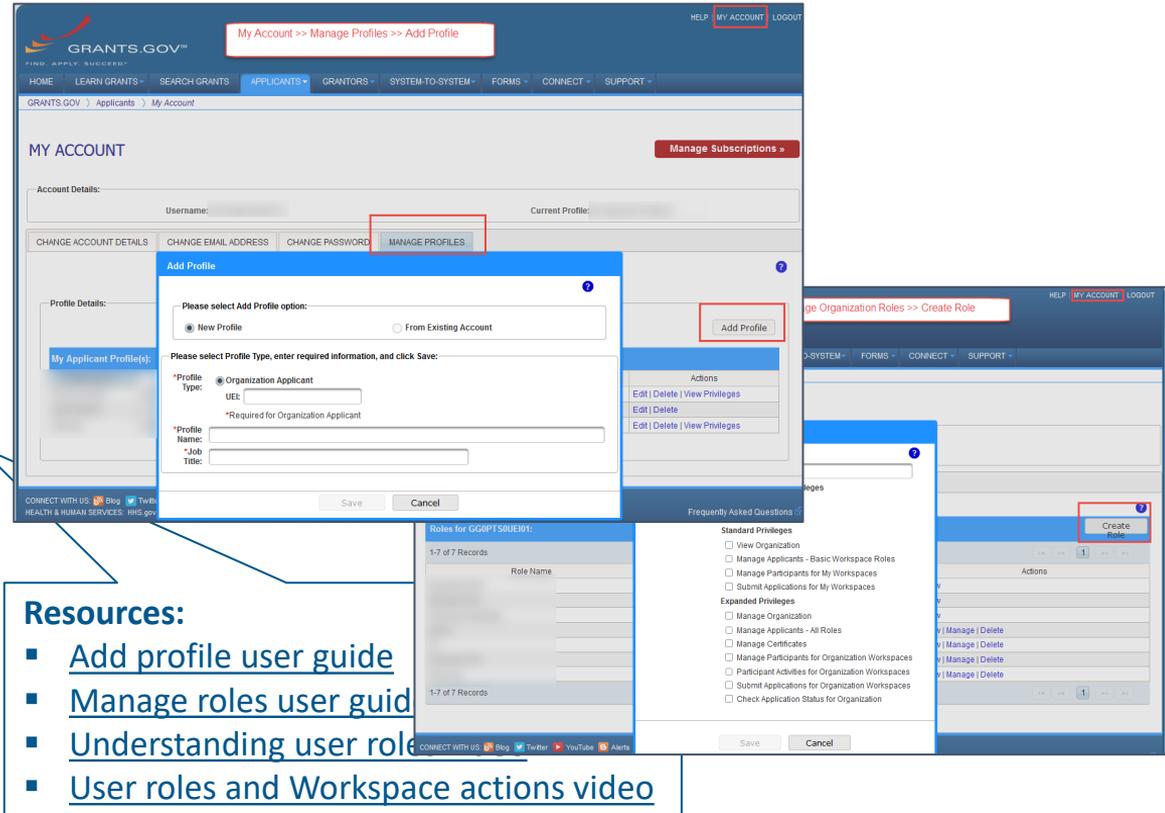
The image displays two screenshots of government portals. The top screenshot is from SAM.gov, showing a 'Get Started with Registration and the Unique Entity Identifier' page. It includes a progress bar with three steps, where the first step is active. A 'Resources' box on the right lists two links: 'How to create an Applicant account for my organization self help' and 'How to Register with Grants.gov video'. The bottom screenshot is from Grants.gov, showing the 'REGISTER' page. It contains instructions for creating a new account and lists requirements for usernames and passwords, such as the need for uppercase and lowercase letters, numbers, and special characters.

Resources:

- [How to create an Applicant account for my organization self help](#)
- [How to Register with Grants.gov video](#)

Pre-requisites for Applying through Grants.gov, Cont.

- Add profile
 - Select individual/organization profile if not added during registration
 - An individual may have multiple profiles
- Assign roles
 - E-Business Point of Contact (EBiz POC)/Expanded Applicant Organization (Expanded AOR) is required to assign roles for individuals working on behalf of an organization



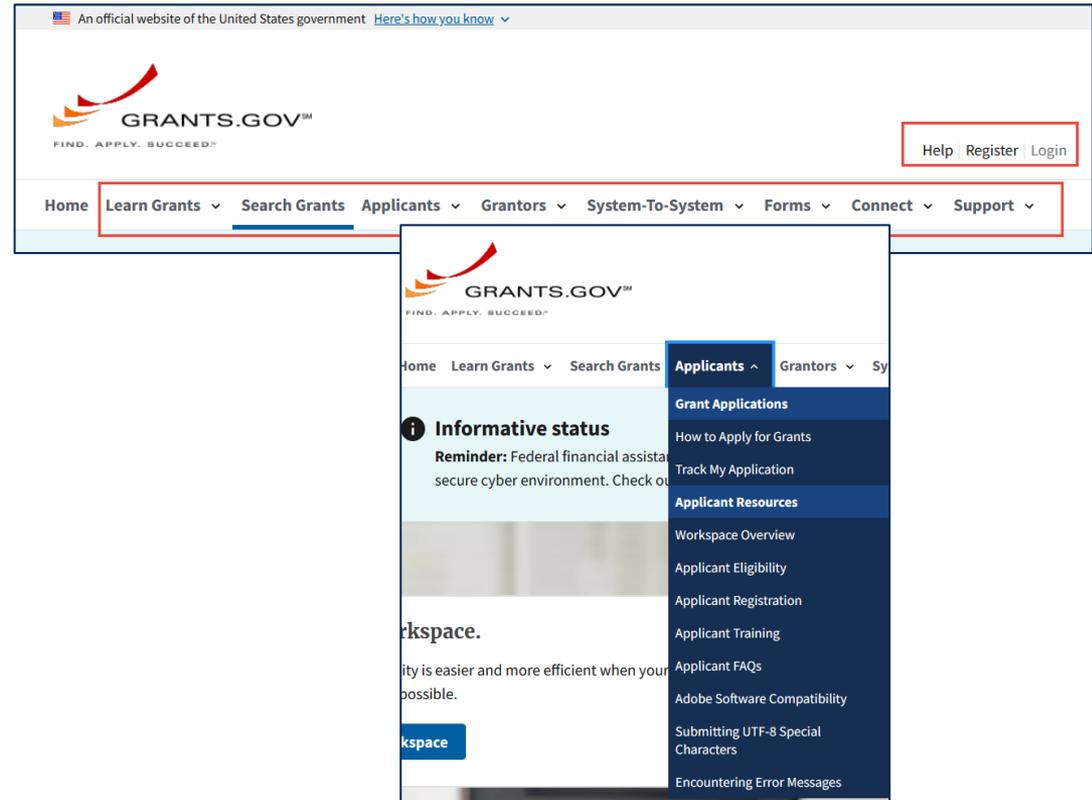
The image displays two screenshots from the Grants.gov 'My Account' section. The left screenshot shows the 'Add Profile' dialog box with the 'New Profile' option selected. The right screenshot shows the 'Create Role' dialog box with the 'Create Role' button highlighted. A 'Resources' box is overlaid on the bottom left of the screenshots.

Resources:

- [Add profile user guide](#)
- [Manage roles user guide](#)
- [Understanding user roles](#)
- [User roles and Workspace actions video](#)

Navigating Grants.gov Website

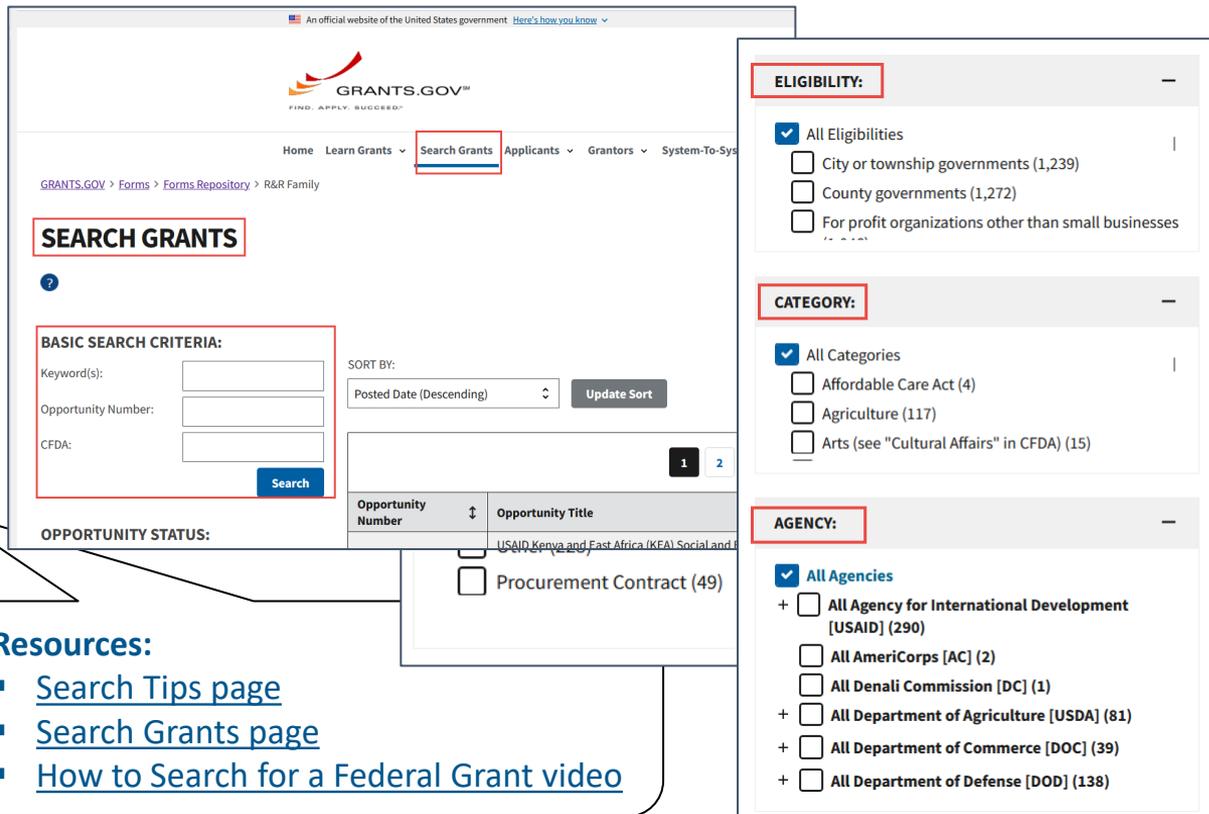
- Explore the various tabs on the site
- Logged in users will see additional options under the tabs
- Search Grants: Search for grant opportunities
- Applicants: Quick access to various links and resources
- Connect: Stay in the loop for the latest from Grants.gov



The screenshot displays the Grants.gov website interface. At the top, there is a header with the Grants.gov logo and tagline. Below the header is a navigation bar with several tabs: Home, Learn Grants, Search Grants, Applicants, Grantors, System-To-System, Forms, Connect, and Support. The 'Applicants' tab is highlighted, and its dropdown menu is open, showing options such as Grant Applications, Informative status, Applicant Resources, and Workspace Overview. A red box highlights the 'Learn Grants' tab and the 'Applicants' dropdown menu. Another red box highlights the 'Help Register | Login' link in the top right corner.

Search Grants

- Assists applicants in identifying the appropriate opportunities
- Search results can be filtered by:
 - Basic Search Criteria
 - Opportunity Status
 - Funding Instrument Type
 - Eligibility
 - Category
 - Agency
- Use search tips to find the right opportunity



The screenshot shows the GRANTS.GOV search interface. The 'SEARCH GRANTS' button is highlighted in red. Below it, the 'BASIC SEARCH CRITERIA' section includes input fields for 'Keyword(s):', 'Opportunity Number:', and 'CFDA:', along with a 'Search' button. To the right, the 'SORT BY:' dropdown is set to 'Posted Date (Descending)'. On the far right, three filter panels are visible: 'ELIGIBILITY:' with 'All Eligibilities' selected; 'CATEGORY:' with 'All Categories' selected; and 'AGENCY:' with 'All Agencies' selected. A table of search results is partially visible at the bottom, showing columns for 'Opportunity Number' and 'Opportunity Title'. A callout box points to the search results area.

SEARCH GRANTS

BASIC SEARCH CRITERIA:

Keyword(s):

Opportunity Number:

CFDA:

Search

ELIGIBILITY:

- All Eligibilities
- City or township governments (1,239)
- County governments (1,272)
- For profit organizations other than small businesses

CATEGORY:

- All Categories
- Affordable Care Act (4)
- Agriculture (117)
- Arts (see "Cultural Affairs" in CFDA) (15)

AGENCY:

- All Agencies
- All Agency for International Development [USAID] (290)
- All AmeriCorps [AC] (2)
- All Denali Commission [DC] (1)
- All Department of Agriculture [USDA] (81)
- All Department of Commerce [DOC] (39)
- All Department of Defense [DOD] (138)

OPPORTUNITY STATUS:

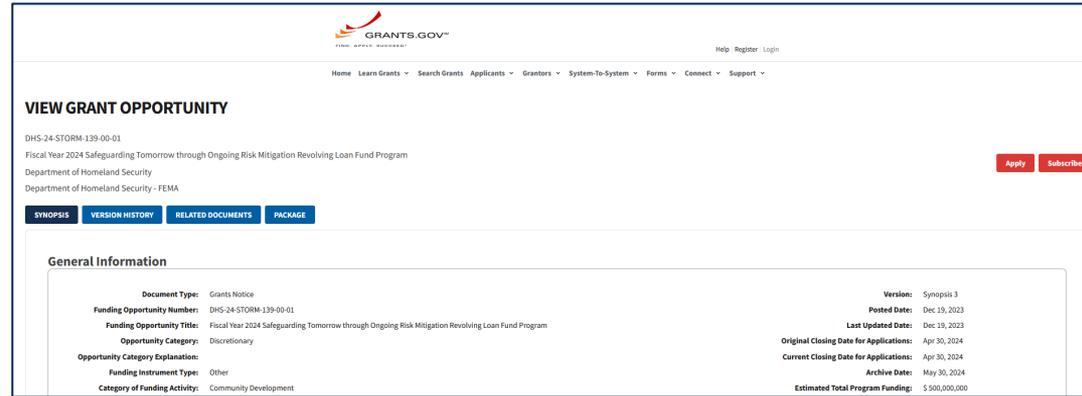
Opportunity Number	Opportunity Title
	USAID Kenya and East Africa (KFA) Social and...
	Procurement Contract (49)

Resources:

- [Search Tips page](#)
- [Search Grants page](#)
- [How to Search for a Federal Grant video](#)

View Grant Opportunity

- Synopsis tab: Provides the essential information about the opportunity, including the Funding Opportunity Number, posted and closing date
- Version History tab: Provides access to all versions of the grant opportunity's forecast and synopsis
- Related Documents tab: Lists documents and links the grant-making agency may have attached to this grant opportunity
- Package tab: Provides links to the grant opportunity package(s)



VIEW GRANT OPPORTUNITY

DHS-24-STORM-139-00-01
Fiscal Year 2024 Safeguarding Tomorrow through Ongoing Risk Mitigation Revolving Loan Fund Program
Department of Homeland Security
Department of Homeland Security - FEMA

Apply **Subscribe**

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

General Information

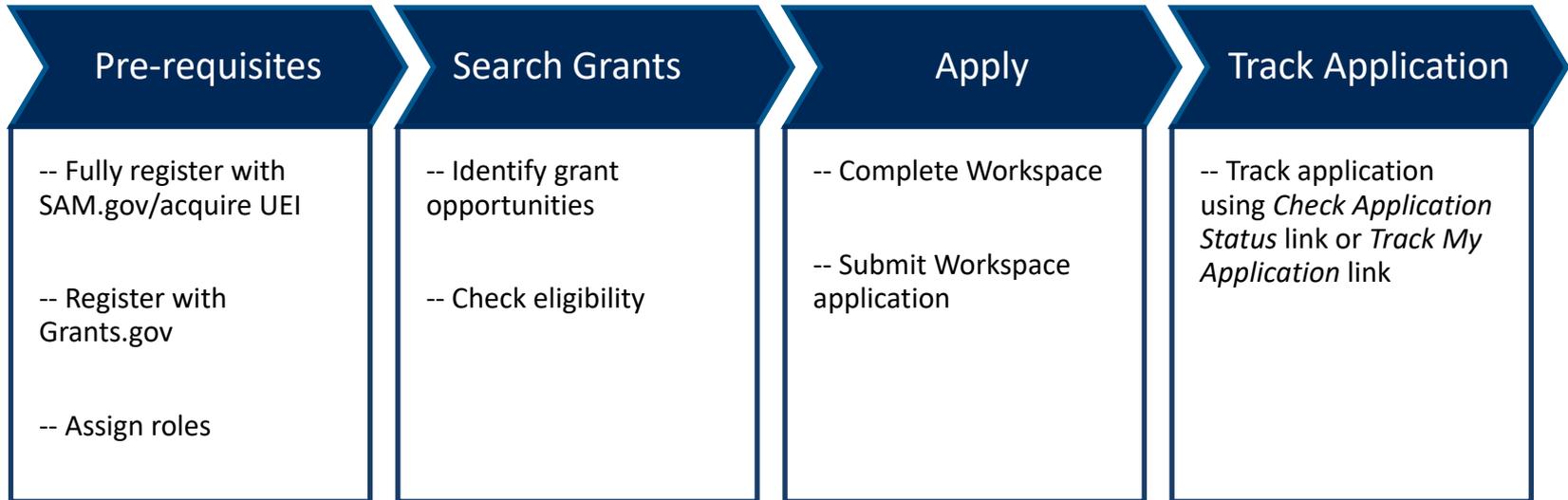
Document Type:	Grants Notice	Version:	Synopsis 3
Funding Opportunity Number:	DHS-24-STORM-139-00-01	Posted Date:	Dec 19, 2023
Funding Opportunity Title:	Fiscal Year 2024 Safeguarding Tomorrow through Ongoing Risk Mitigation Revolving Loan Fund Program	Last Updated Date:	Dec 19, 2023
Opportunity Category:	Discretionary	Original Closing Date for Applications:	Apr 30, 2024
Opportunity Category Explanation:	Other	Current Closing Date for Applications:	Apr 30, 2024
Funding Instrument Type:	Other	Archive Date:	May 30, 2024
Category of Funding Activity:	Community Development	Estimated Total Program Funding:	\$ 500,000,000

- Click Apply button to start application process
- Click Subscribe button to subscribe to the opportunity

Resource:

- [Mystery of Gray Apply Button blog](#)

Grants.gov Application Process

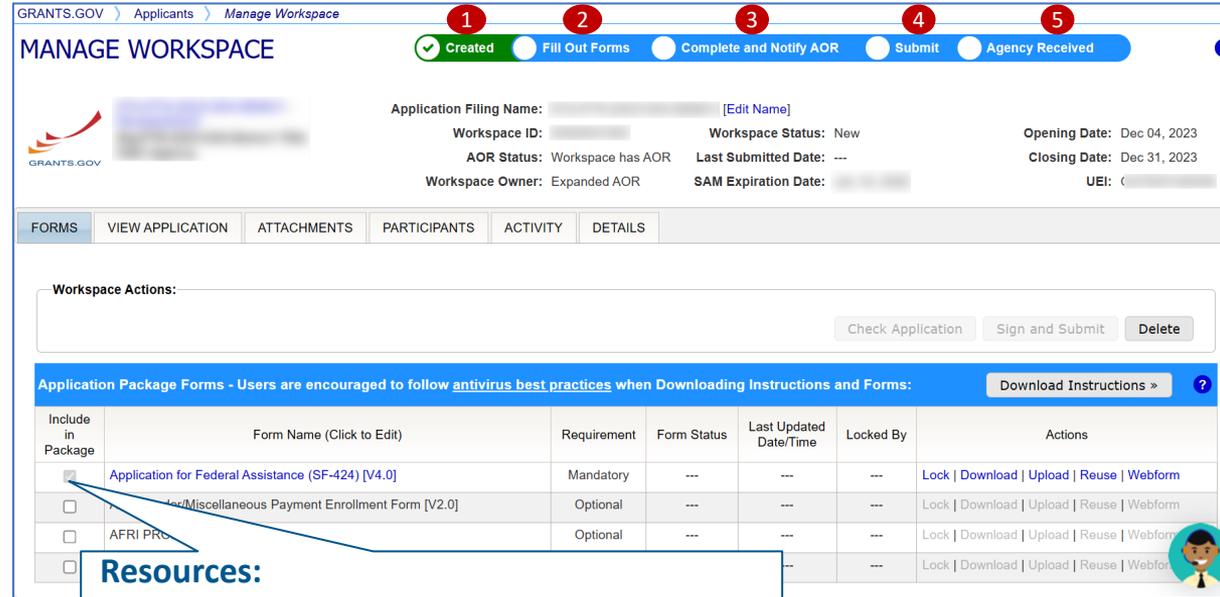


Resources:

- [Registration user guide](#)
- [How to Search for a Federal Grant video](#)

Workspace

- Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different forms within an application



GRANTS.GOV > Applicants > Manage Workspace

MANAGE WORKSPACE

GRANTS.GOV

Application Filing Name: [Redacted] [Edit Name]
Workspace ID: [Redacted] Workspace Status: New Opening Date: Dec 04, 2023
AOR Status: Workspace has AOR Last Submitted Date: --- Closing Date: Dec 31, 2023
Workspace Owner: Expanded AOR SAM Expiration Date: [Redacted] UEI: [Redacted]

FORMS VIEW APPLICATION ATTACHMENTS PARTICIPANTS ACTIVITY DETAILS

Workspace Actions:

Check Application Sign and Submit Delete

Application Package Forms - Users are encouraged to follow [antivirus best practices](#) when Downloading Instructions and Forms: Download Instructions > ?

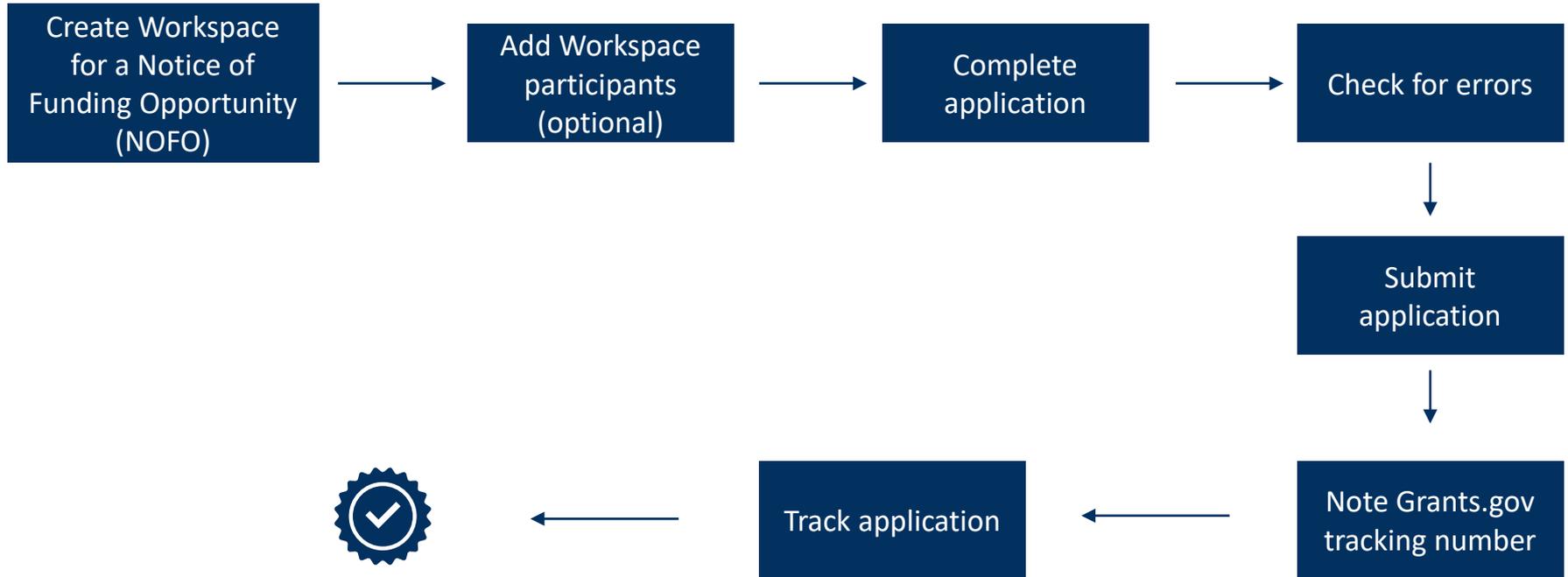
Include in Package	Form Name (Click to Edit)	Requirement	Form Status	Last Updated Date/Time	Locked By	Actions
<input checked="" type="checkbox"/>	Application for Federal Assistance (SF-424) [V4.0]	Mandatory	---	---	---	Lock Download Upload Reuse Webform
<input type="checkbox"/>	Miscellaneous Payment Enrollment Form [V2.0]	Optional	---	---	---	Lock Download Upload Reuse Webform
<input type="checkbox"/>	AFRI PRO...	Optional	---	---	---	Lock Download Upload Reuse Webform
<input type="checkbox"/>						Lock Download Upload Reuse Webform

Resources:

- [Manage Workspace user guide](#)
- [Workspace video series for Organization Applicants](#)

- 1 Create a Workspace
- 2 Fill out mandatory and optional forms per agency instructions
- 3 Notify Applicant Organization (AOR) of the completion of forms
- 4 Submit the application
- 5 Agency acknowledges receipt of the application

Workspace Summary



Summary

- Visit Grants.gov to find and apply for federal financial assistance
- Utilize User Guide/Help, videos, chatbot, help tips in forms, and contact center to answer your questions related to Grants.gov system
- Reach out to grantor point of contact for grant related questions

Resources:

- [Grants.gov website](#)
- [Grants.gov User Guide](#)
- [Grants.gov YouTube](#)
- Grants.gov chatbot
- [Grants.gov Blogs](#)
- [Grants.gov Newsletters](#)

Samples:

- [How to apply to a federal funding opportunity blog](#)
- [Grant writing basics blog](#)
- [“How To...” blog series](#)

Connect with Grants.gov

Stay connected with Grants.gov through our mobile app and social media to find out more about what's coming, new training opportunities, and updated resources



Grants.gov Mobile App

Community Blog

Subscribe to our blog:
[Blog.Grants.gov](https://blog.grants.gov)



Follow us on Twitter:
[@grantsdotgov](https://twitter.com/grantsdotgov)



Bookmark our
[Online User Guide](#)



Video tutorials
on [YouTube](#)



Email Us:
Community@grants.gov

Eligibility Requirements



U.S. Citizenship
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Services

Jacqueline Greely

Grants and Financial Assistance Division

Department of Homeland Security

www.dhs.gov/dhs-grants



QUESTIONS?

Resources



U.S. Citizenship
and Immigration
Services

- USCIS Grant Program Office: citizenshipgrantprogram@uscis.dhs.gov
- Grants.gov: support@grants.gov or 1-800-518-4726
- Subscribe or view a list of upcoming local and national engagements:
www.uscis.gov/outreach
- Share feedback on today's engagement or contact us:
Public.Engagement@uscis.dhs.gov



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Author: USCIS

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