How to Register on Grants.gov to Search and Apply for Federal Grants

Follow these simple steps to register on Grants.gov and start searching and applying for federal grants:

1. Create a Grants.gov Account

- **Visit Grants.gov**: Go to www.grants.gov.
- **Click on "Register"**: Look for the "Register" link, usually at the top right of the homepage.
- **Choose Account Type**: Select the appropriate account type based on your role (e.g., Individual Applicant, Organization Applicant, etc.).
- **Fill in Your Information**: Enter your name, email address, and create a username and password.
- **Submit Your Registration**: After filling in the required information, submit the form. You'll receive a confirmation email.

2. Obtain a Unique Entity Identifier (UEI)

- **Visit SAM.gov**: Go to www.SAM.gov.
- **Register for a UEI**: Follow the instructions to register your organization and obtain a UEI, which is required for all federal grant applications.
- **Note**: If you are an individual applicant, this step is not required.

3. Register with the System for Award Management (SAM)

- **Create a SAM Account**: After obtaining your UEI, you need to register your organization in the System for Award Management (SAM).
- **Submit Required Information**: Fill in your organization's details, such as the business name, tax identification number, and bank account information for electronic fund transfers.
- **Complete the Registration**: Submit your registration, and you will receive a confirmation once your account is active. This process can take up to 10 business days.

4. Authorize the AOR (Authorized Organization Representative)

- **Assign AOR Role**: Your organization's E-Business Point of Contact (E-Biz POC) must log in to Grants.gov to assign the AOR role to individuals who will submit applications on behalf of your organization.
- **Confirm Role Assignment**: The AOR(s) will receive an email confirmation once their role has been authorized.