

# Researching Grant Opportunities<sup>1</sup>

## Federal

- **Catalog of Federal Domestic Assistance (CFDA)** provides a full listing of all Federal programs available to State and local governments (including the District of Columbia); federally-recognized Indian tribal governments; Territories (and possessions) of the United States; domestic public, quasi- public, and private profit and nonprofit organizations and institutions; specialized groups; and individuals. Link: <https://www.cfda.gov/>
- **Grants.gov** An electronic grant application system. Most federal grants can be found and/or applied for on-line at this site. Some applications may be electronically submitted at the funding agency's website. Link: <http://www.grants.gov/>
- **Grants Management Common Rule** On March 12, 1987, the President directed the Federal grant making agencies to issue a grants management common rule to adopt government-wide terms and conditions for grants to States and local governments. In 1988, OMB revised Circular A-102 to include guidance to Federal agencies on matters not covered by the grants management common rule. The attachments to Circular A-102 were replaced by the grants management common rule.

It is important for a grantee to review the regulations of their Federal awarding agency. Therefore, the generic text of the common rule is not provided on this site but a link to the chart to locate the codified common rule for a particular Federal agency can be found on this federal government web page as well as other useful links. Link: [http://www.whitehouse.gov/omb/grants\\_attach](http://www.whitehouse.gov/omb/grants_attach)

- **OMB Circulars** Instructions or information issued by OMB to Federal agencies which regulate the use of federal funds. Choose from one of two options: Circulars arrayed by numerical sequence; or Circulars indexed by major category. Link: [http://www.whitehouse.gov/omb/circulars\\_default](http://www.whitehouse.gov/omb/circulars_default)

**OMB Circulars and Title 2 CFR**

If you are a:  Then follow these Circulars:  <i>Note: if you are a pass-through entity you are required to possess functional knowledge of the circular applicable to your subrecipient</i>	State, Local and Indian Tribal Governments	Institutions of Higher Education, Hospitals, and other Nonprofit Organizations	For Profit Organizations
Uniform Administrative Requirements	<b>A-102</b> ; Common Rule	<b>2CFR Part 215</b> (formerly OMB Circular A-110)	<b>FAR 31.2</b>
Cost Principles	<b>2CFR Part 225</b> (formerly OMB Circular A-87)	<b>Higher Ed: 2CFR Part 220</b> (formerly OMB Circular A-21)  <b>Nonprofits: 2CFR Part 230</b> (formerly OMB Circular A-122)  <b>Hospitals (research &amp; other activities): 45CFR 74, Appendix E</b>  <b>Hospitals (Medicare): Title XVIII of the Social Security Act</b>	<b>48CFR 31.2</b>
Audit Requirements	<b>A-133</b>	<b>A-133</b>	<b>FAR 31.2</b>

- **OMB Recovery Act Guidance** Government-wide guidance for carrying out programs and activities enacted in the American Recovery and Reinvestment Act ("Recovery Act") of 2009. Link: [http://www.whitehouse.gov/omb/recovery\\_default/](http://www.whitehouse.gov/omb/recovery_default/)
- **The Federal Register** Sign up to receive daily Federal Register Table of Contents via email (see "Other Services" section). This site gives a listing of documents put out for public viewing which includes grant solicitations. Link: [www.gpoaccess.gov/fr/index.html](http://www.gpoaccess.gov/fr/index.html)

<sup>1</sup> Many of these can be found on Charles County's Grant website at <http://www.charlescountymd.gov/fas/grants/researching-grant-opportunities>

- **USA.gov Government Made Easy** Source of links to government web sites for Grants and Financial Management. Link: [http://www.usa.gov/Government/State\\_Local/Grants.shtml](http://www.usa.gov/Government/State_Local/Grants.shtml)

## State

- **Governor's Office on Service and Volunteerism (GOSV)** The GOSV is a unit of the Governor's Office of Community Initiatives. Through the use of federal dollars, the GOSV currently funds 17 AmeriCorps\*State programs to support disaster services, economic opportunity, education, environmental stewardship, healthy futures, and veterans and military families in Maryland. Link: <http://www.gosv.state.md.us/about.html>
- **Maryland General Assembly Search Site** Maryland General Assembly site to search for budget items by House Bill number, Senate Bill number, search topic, etc...  
Link: <http://mgaleg.maryland.gov/webmga/frm1st.aspx?tab=home>
- **Maryland Governor's Grants Office** a great resource for links and other information that assist local governments and community-based organizations in identifying federal grant opportunities, as well as State or private foundation grants. Link: <http://grants.maryland.gov/Pages/grantshome.aspx>
- **Maryland State Grant Search** - Marylanders easily can see what grants the State has to offer and with a click of a mouse button, find everything they need to know about the grant - eligibility requirements, due dates, how to apply, and contact information. Link: <http://grants.maryland.gov/Pages/StateGrants.aspx>
- **Redbook Online** For State grant programs, go to The Maryland Redbook Online, which lists all Maryland State grant programs. Link: <http://planning.maryland.gov/OurWork/redbook/>
- **Transportation Association of Maryland** (TAM) TAM is a statewide organization that is dedicated to improving mobility for all of Maryland's citizens. Link: <http://taminc.org/>

## Other

- **National Resource Center on Domestic Violence & National Sexual Violence Resource Center (NRCDV)** NRCDV's mission is to improve societal and community responses to domestic violence and, ultimately, prevent its occurrence. We provide a wide range of free, comprehensive, and individualized technical assistance, training, and specialized resource materials and projects designed to enhance current intervention and prevention strategies. Link: <http://www.nrcdv.org/>

## Private/Foundation

- **Chaney Foundation** Their mission is to give generously each year, while retaining the financial strength to exist forever, to legitimate charitable and efficient organizations exempt from Federal tax under Section 501c(3) of the Internal Revenue Code that help individuals and/or communities in Southern Maryland and the Eastern Shore. Link: <http://www.chaneyenterprises.com/index.cfm/go/WhoWeAre.main/id/Grants>
- **Community Foundation of Southern Maryland** The foundation's mission is to improve the quality of life for the community of Charles County by aligning philanthropic interests with community needs through stewardship and collaboration. Link: <http://www.cfsomd.org/>
- **Funding Information Network (FIN)** Formerly known as Cooperating Collections, the Funding Information Networks are partners of the Foundation Center. They are free funding research and information centers with over 400 locations across the country, including 3 in Southern Maryland. The Network provides access to the Foundation Directory Online database with over 100,000 foundations and 2 million grants. Also available are Foundation Center publications, grant resource materials and training classes for grant seekers.
  - **To locate a FIN by state or zipcode**  
Link: <http://grantspace.org/Find-US>

- **GrantSpaceSM**, a service of the Foundation Center, offers information and resources that are specifically designed to meet the needs of grant seekers. Link: <http://grantspace.org/>
  - **Grant Space Classroom** - many free training courses for grant seekers.  
Link: <http://grantspace.org/Classroom>
- **National Center for Charitable Statistics (NCCS)**: The National Center for Charitable Statistics is the national clearinghouse of data on the nonprofit sector in the United States. For quick answers about the nonprofit sector and information about how many organizations there are in the U.S. or Maryland, visit their Statistics and Profiles pages. Link: <http://nccs.urban.org/>
  - **Number of Nonprofit Organizations in Maryland, 1999 - 2009**  
Link: <http://nccsdataweb.urban.org/PubApps/profile1.php?state=MD>
  - **Revoked: A Snapshot of Organizations that Lost their Tax-Exempt Status**  
Link: <http://www.urban.org/publications/412386.html>  
**IRS Revocation List** The IRS publishes a list of organizations that have had their federal tax-exempt status automatically revoked for failing to file an annual information return or notice with the IRS for three consecutive years (Auto-Revocation List). Link: <http://www.irs.gov/charities/article/0,,id=240099,00.html>

## Grant Application/Proposal Writing Resources:

- **Catalog of Federal Domestic Assistance (CFDA #)** The Catalog of Federal Domestic Assistance website contains the most current published information on federally funded program and the number assigned to the program. Link: <https://www.cfda.gov/>
- **Central Contractor Registry (CCR)** was the primary supplier database for the U.S. Federal government. The CCR collected data from suppliers, validated and stored this data, and disseminated it to various government acquisition agencies. Any organization wishing to receive grant funds from the federal government is required to register and receives a CAGE Code. The CCR system along with Federal Agency Registration (FedReg), the Online Representations and Certifications Application (ORCA), and the Excluded Parties List System (EPLS), migrated into the new System for Award Management, or SAM. Moving the CCR system to SAM is part of the first phase to combine eight federal procurement systems and the Catalog of Federal Domestic Assistance (CFDA) into one new system. SAM will streamline and integrate processes, reduce the number of passwords to remember, reduce the number of systems to interact with, eliminate data redundancies by sharing data across the award life cycle, and reduce costs while providing improved capability.
- **Choose Maryland.org** This site found within the Maryland Department of Business and Economic Development's website contains state industry and community profiles by county and/or region. Link: [www.choosemaryland.org/Pages/default.aspx](http://www.choosemaryland.org/Pages/default.aspx)
- **Cognizant agency or an oversight agency**  
Source: <http://harvester.census.gov/sac/FAQ.htm#Q19>  
Q - How do I determine if my organization has a cognizant agency or an oversight agency?  
A - According to the OMB Circular A – 133 ([http://www.whitehouse.gov/sites/default/files/omb/assets/a133/a133\\_revised\\_2007.pdf](http://www.whitehouse.gov/sites/default/files/omb/assets/a133/a133_revised_2007.pdf)),

Subpart D -- Federal Agencies and Pass - Through Entities §\_\_\_\_.400 Responsibilities. If the amount of Federal Awards expended is more than \$25 million (\$50 million for fiscal years ending after December 31, 2003) a year and includes direct awards, your organization will have a cognizant agency. If the amount of Federal awards expended is \$25 million (\$50 million for fiscal years ending after December 31, 2003) or less, or includes no direct awards, your organization will have an oversight agency.

Q - How do I determine the Federal cognizant agency?

A - Cognizant (COG) agencies are determined by the Federal Audit Clearinghouse. A listing of current cognizant agency assignments is in the "Cog List Report" available in Specialized Reports (<http://harvester.census.gov/sac/dissemin/reports.html>). The following Cognizant Reference Chart shows the Federal award expenditure threshold for Cognizance each audit year and the audit year used for Cognizant agency determination.

Audit Year	Cognizance Threshold for Federal Awards Expended	Audit Used for Cognizance Determination
2001-2003	\$25,000,001+ with direct	2000
2004-2005	\$50,000,001+ with direct	2000
2006-2010	\$50,000,001+ with direct	2004
2011-2015	tba	2009

Q - How do I determine the Federal oversight agency?

A - The oversight agency is the Federal agency that awarded the greatest amount of direct awards expended. If no direct awards were expended, the Federal agency that awarded the greatest amount of indirect awards expended is assigned oversight responsibility. Oversight agencies are identified by the Federal Audit Clearinghouse in the online database based on the expenditures reported in the year of the audit.

The Federal oversight (or cognizant) status and Federal agency for an audit is listed at the bottom of page two of completed Form SF-SAC data for that audit. Completed Form SF-SAC data for any completed audit can be found by searching the Single Audit database.

- **Developing and Writing Federal Grant Proposals** From the Catalog of Federal Domestic Assistance - This is an online resource for project and proposal development. Link: <https://www.cfda.gov/?s=generalinfo&mode=list&tab=list&tabmode=list&static=grants#one>
- **Domestic Per Diem Rates** To look up rates throughout the continental United States (CONUS). Select a year, and click on a state. Link: <http://www.gsa.gov/portal/category/21287>
- **D-U-N-S** Data Universal Numbering System, abbreviated as DUNS or D-U-N-S, is a system developed and regulated by Dun & Bradstreet (D&B) that assigns a unique numeric identifier, referred to as a DUNS number, to a single business entity. The Office of Management and Budget, a United States federal agency, announced in the June 27, 2003 issue of the Federal Register (68 FR 38402) that a DUNS number would be required for all grant applicants for new or renewal awards submitted on or after October 1, 2003. The DUNS number supplements other identifiers, such as the EIN, and is required whether the application is made electronically or on paper.<sup>2</sup> Link: <http://fedgov.dnb.com/webform>
- **Fact Finder** Census Bureau's website which is a good source for population, housing, economic, and geographic data. Link: <http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml>
- **Federal Funding Accountability and Transparency Act (FFATA)** The FFATA Subaward Reporting System (FSRS) is the reporting tool Federal prime awardees (i.e. prime contractors and prime grants recipients) use to capture and report subaward and executive compensation data regarding their first-tier subawards to meet the FFATA reporting requirements. Prime grant awardees will report against sub-grants awarded. Direct recipients of awards of \$25,000 or more will be required to report award information on any first-tier subawards totaling \$25,000 or more. The sub-award information entered in FSRS will then be displayed on www.USASpending.gov associated with the prime award furthering Federal spending transparency. Link: <https://www.fsr.gov/> To view a webinar on this requirement: <https://webinars.symplicity.com/fsrs/paoverview/paoverview1.htm>
- **Grant Proposal.com** A site devoted to providing free resources for both advanced grant writing consultants and inexperienced nonprofit staff. The site contains numerous tips for proposal writers. Link: [www.grantproposal.com](http://www.grantproposal.com)
- **Guide** For Writing A Funding Proposal. This website written by S. Joseph Levine, Ph.D., Michigan State University was created to help empower people to be successful in gaining funds for projects that provide worthwhile social service. Link: <http://www.learnerassociates.net/proposal/>
- **IRS Automatic Revocation of Exemption List** The IRS has started publishing a list of organizations that have had their federal tax-exempt status automatically revoked for failing to file an annual information return or notice with the IRS for three consecutive years. Before committing to work with a non-profit you can check to ensure that their non-profit status is still relevant. Link: <http://www.irs.gov/charities/article/0,,id=240099,00.html>
- **Maryland Department of Labor** – This site is useful for pulling information on labor statistics to include employment and adult learning. Link: <http://www.dllr.state.md.us/lmi/>
- **Maryland State Clearinghouse** Under Executive Order 12372, the federal grant application process may require that the application be submitted for review by the State. The application would therefore be sent to the State Clearinghouse. The primary mission of the Clearinghouse is to ensure that financial and non-financial assistance projects operating within Maryland are consistent with State and local laws, regulations, and guidelines. This is accomplished by circulating requests for financial assistance, plans and development projects to State, regional and local public officials, to ensure that requests, plans, and projects are consistent with public policy. Link: <http://planning.maryland.gov/ourwork/grantresources.shtml>
- **M&IE Breakdown** Go to this page for Meals and Incidental Expense (M&IE) Breakdown. Link: <http://www.gsa.gov/portal/content/101518>

---

<sup>2</sup> [http://en.wikipedia.org/wiki/DUNS\\_NUMBER#Details](http://en.wikipedia.org/wiki/DUNS_NUMBER#Details)

- **Non-profit Guides** This site includes grant writing tools for non-profit organizations. Link: [www.npguides.org](http://www.npguides.org)
- **System for Award Management (SAM)** SAM is combining federal procurement systems and the Catalog of Federal Domestic Assistance into one new system. This consolidation is being done in phases. The first phase of SAM includes the functionality from the following systems:
  - Central Contractor Registry - CCR was the primary supplier database for the U.S. Federal government. The CCR collected data from suppliers, validated and stored this data, and disseminated it to various government acquisition agencies. Any organization wishing to receive grant funds from the federal government is required to register and receives a CAGE Code.
  - Federal Agency Registration (Fedreg) – Issued each Federal working day, the Federal Register provides a uniform system for publishing Presidential documents, regulatory documents with general applicability and legal effect, proposed rules, notices, and documents required to be published by statute.
  - Online Representations and Certifications Application – ORCA was the primary Government repository for contractor submitted representations and certifications required to conduct business with the Federal government.
  - Excluded Parties List System (EPLS) – the EPLS identifies those parties excluded from receiving Federal contracts, certain subcontracts, and certain types of Federal financial and non-financial assistance and benefits.

Link: <https://www.sam.gov/sam/>

- **USA Quick Facts** This site contains frequently requested Census Bureau information at the national, state, and county level. Link: <http://quickfacts.census.gov/qfd>
- **Value of Volunteer Time** To look up rates for Value of Volunteer Time for Grant Applications. Link: [http://www.independentsector.org/volunteer\\_time](http://www.independentsector.org/volunteer_time)

*To view and download the training materials from this class,  
please visit [http://www.charlescountymd.gov/fas/grants/other-  
grant-trainings-and-funding-opportunities](http://www.charlescountymd.gov/fas/grants/other-grant-trainings-and-funding-opportunities)*