DOWNLOADING YOUR SAMHSA CONTINUATION APPLICATION PACKAGE FROM GRANTS.GOV

Grantees are encouraged to submit their continuation applications early enough to resolve any unanticipated difficulties.

1.) Go to www.grants.gov.

2) Under Applicants tab, select "Apply for Grants".

GRANTS.GOV			SEARCH: Grant Opportunities V			
HOME	LEARN GRANTS -	SEARCH GRANTS	APPLICANTS -	GRANTORS 🔻	SYSTEM-TO-SYSTEM	
Find Grants SEARCH Grants.gov for your federal grants by keywords or more specific criteria. All discretionary grants offered by the 26 federal grant-making agencies can be found on Grants.gov.			APPLICANT ACT » Apply for Grants » Track My Applic	TIONS APPLIC s >> Applica cation >> Individ >> Organi >> Works >> Applica >> Applica >> Applica >> Adobe >> Submit >> Encour	APPLICANT RESOURCES » Applicant Eligibility » Individual Registration » Organization Registration » Workspace Overview » Applicant Tools & Tips » Applicant Tools & Tips » Applicant FAQs » Adobe Software Compatibility » Submitting UTF-8 Special Characters » Encountering Error Messages	
	Search Grant Opportur	nities »	No.			

3.) On the right side of the screen, click on button that says, 'Get application Package'.



4.) In the <u>Funding Opportunity Number box</u>, enter the opportunity number,

SAMHSACONTINUATION2016, and click on 'Search' button.



5.) On the next screen, there will be a list of CFDA numbers.

- Majority of SAMHSA programs fall under CFDA 93.243, with the exception of a few programs.
 - * 93.104 (Child Mental Health Initiative)
 - * 93.239 (Policy Research and Evaluation Grants)
 - * 93.764 (National Strategy Grants)

- You may locate your respective CFDA number by visiting the below link and locating the original RFA/FOA you applied for.

o <u>http://www.samhsa.gov/grants/archive</u>

- After you have confirmed your CFDA number, click 'Select Package' for your specific CFDA number.

VIEW GRANT OPPORTUNITY « Back | Link SAMHSACONTINUATION2016 SAMHSA 2016 Continuations Department of Health and Human Services Substance Abuse & Mental Health Services Adminis. PACKAGE **SYNOPSIS** 2 Print Package List Select Grant Opportunity Package READ BELOW BEFORE YOU APPLY FOR THIS GRANT! Before you can view and complete an application package, you MUST have Adobe Reader installed. Packages are posted in Adobe Reader format You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the application package, ALL applicants must be using the same software version. Click for more information on Adobe Reader Compatibility Below is a list of the Opportunity Package(s) currently available for the Funding Opportunity Click the corresponding link to continue Opportunity Package Workspace CFDA Competition ID Competition Title Opening Date Closing Date Actions ID Compatible 93.104 CFDA93104 CFDA93.104 PKG00219735 11/20/2015 02/18/2016 No Select Package 11/20/2015 93.239 CFDA93239 CFDA93.239 PKG00219736 02/18/2016 No Select Package 93 243 CEDA93243 CFDA93.243 PKG00219734 11/20/2015 02/18/2016 No Select Package 93.764 CFDA93764 CFDA93.764 PKG00219737 11/20/2015 02/18/2016 No Select Package

6.) On the next screen, enter your email address and click on submit.

7.) On the next screen, on the bottom of the screen, there are two links:

- Link #1: Contains instructions that refer you to the continuation letter you received via email
- Link #2: Downloads the application package

8.) Please follow the above instructions to download the continuation application from Grants.gov.