

NAVIGATING IOWAGRANTS.GOV

J. Patrick Rice,
Grants Administrator-Iowa Workforce Development

Brian S. Dennis,
Program Coordinator-Iowa Workforce Development

New User Registration

- Go to www.iowagrants.gov

Welcome to IowaGrants.gov
Iowa's Funding Opportunity Search and Grant Management System

FUNDING OPPORTUNITIES OFFERED BY IOWA STATE AGENCIES

- [Grant Opportunities](#)
- [Loan Opportunities](#)
- [Bids/Purchases](#)
- [Licenses/Permits](#)

You do not need to register for Search access.

ELECTRONIC GRANT MANAGEMENT SYSTEM

Iowa Grants.gov allows you to electronically apply for and manage grants received by the state of Iowa. Persons accessing the system for this purpose are required to register.

- [Returning Users Sign In Here](#)
- [New Users Register Here](#)
(Registration Instructions)

- Click “New Users Sign In Here”

New User Registration

- Enter your First and Last Name

DOM Electronic Grant Management System

Sign up now to get credentials you can use for Enterprise A&A enabled sites.

First Name: Mickey

Last Name: Mantle

Register

Help

What is A&A?
Report Issue to State Service Desk

Possibly have an account already?
Click here for a listing of all A&A enabled applications.
If you created an account for any of these applications you don't need to create a new account.

Important!

- You must have a valid email address.
- Your A&A Account ID may not contain profanity or special characters.
- You will be required to complete some Security Baseline Questions and Answers.

New User Registration

- Choose an Account ID name. Please note, this will be your user ID in the system.

Create Account

DOM Electronic Grant Management System

Account Id:

First Name:

Last Name:

Email:

Confirm Email:

- Click “Save Account Details.” You may receive a pop-up message that asks if you want to continue with your registration. Click “OK.”

New User Registration

- Next, you'll receive a confirmation email.

Registration Confirmation

DOM Electronic Grant Management System

An email has been sent to the email address you provided.
It will contain your Account id and instructions to complete your registration.

The email that was just sent to you may show up in a matter of seconds or could take hours. Once sent, we have no way to track this email to determine if or when you have received it. If you do not receive an email within 48 hours you will not be able to complete the registration process and will need to re-register.

Possible reasons you did not receive the email to confirm your account.

1. When registering, you may have entered an invalid email id in both of the email and confirm email text boxes.
2. The email may have gone to your spam, junk, or blocked email folders.
3. In rare occurrences email security products are not allowing this email to be received normally.

Please note: if you do not complete the registration process defined in the confirmation email within 48 hours, you will be required to start the registration process over.

New User Registration

- Open the confirmation email and follow the instructions. You'll:
 1. Click a confirmation link.
 2. Choose security questions.
 3. Confirm a password.
- Go to www.iowagrants.gov and into your account with your new username and password to finish activation.

New User Registration

- Enter your basic information and select your Program Area of Interest (**Future Ready Iowa**).

Personal Information

Your Name*
First Name Middle Name Last Name

Title:

Email*

Confirm Email*

Address*

* iowa
City State/Province Postal Code/Zip

Phone*
Phone Ext.

Fax

Please choose the Program Area you are most likely to apply for or the one you are currently associated with. Your selection helps us in approving your registration. It will not limit your ability to respond to opportunities in other Program Areas. **There is no need to register more than once.**

Program Area of Interest*

Agency Administrative Services, Iowa Department of

[Register](#)

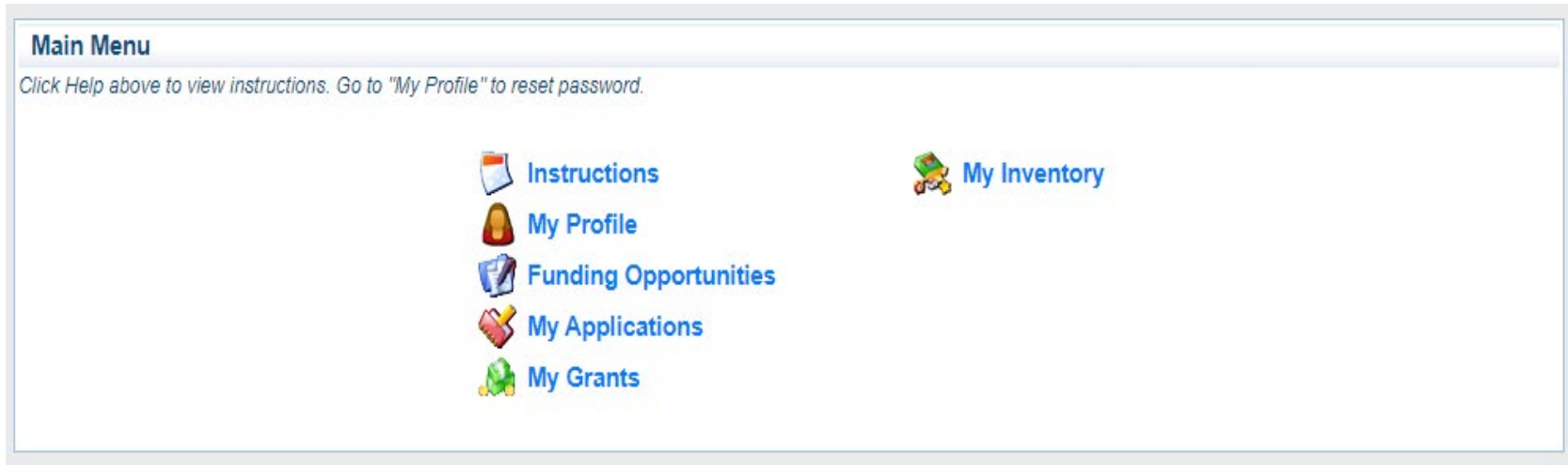
While the system instructions do not make this clear, it is important that you select the correct program area is selected from the drop-down list. This will expedite registration.

New User Registration

- Click Register.
- Your registration is now pending final system approval. You will receive a confirmation email once approval is complete.
- If you have any questions regarding these instructions or want additional assistance, please contact J. Patrick Rice at Patrick.rice@iwd.iowa.gov or 515-725-9077. You can also contact Brian Dennis, at brian.dennis@iwd.iowa.gov. or 515-725-3666.

Locating Notice of Funding Opportunities (NOFOs)

- From the landing page/home screen, click “Funding Opportunities.”



Locating Notice of Funding Opportunities (NOFOs)

- Locate the opportunity you wish to apply for:
- Future Ready Iowa 2022 Child Care Business Incentive Grant (452557)
- Keyword (Ctrl + F) can be helpful.

452557	Workforce Development	Future Ready Iowa	2022 Child Care Business Incentive Grant	Pre-Application Deadline not Applicable	07/18/2022
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Locating Notice of Funding Opportunities (NOFOs)

- Click the name of the Funding Opportunity; which will take you to the “Opportunity Details” page:
 1. Copy Existing Application
 2. Start a New Application
 3. Ask a QuestionYou can also review the full NOFO

Opportunity Details

[Copy Existing Application](#) | [Start a New Application](#)

-452557-2022 Child Care Business Incentive Grant

Future Ready Iowa

Application Deadline: 07/18/2022 12:00 PM

Award Amount Range: Not Applicable
Project Start Date: 07/01/2022
Project End Date: 09/30/2024

Award Announcement Date:
Eligible Applicant:

Program Officer: James Rice
Phone: 515-725-9077 x
Email: patrick.rice@iwd.iowa.gov
Categorical Area:

Locating Notice of Funding Opportunities (NOFOs)

- At the bottom of the “Opportunity Details” page, you will find links to the Full NOFO document and various appendices:

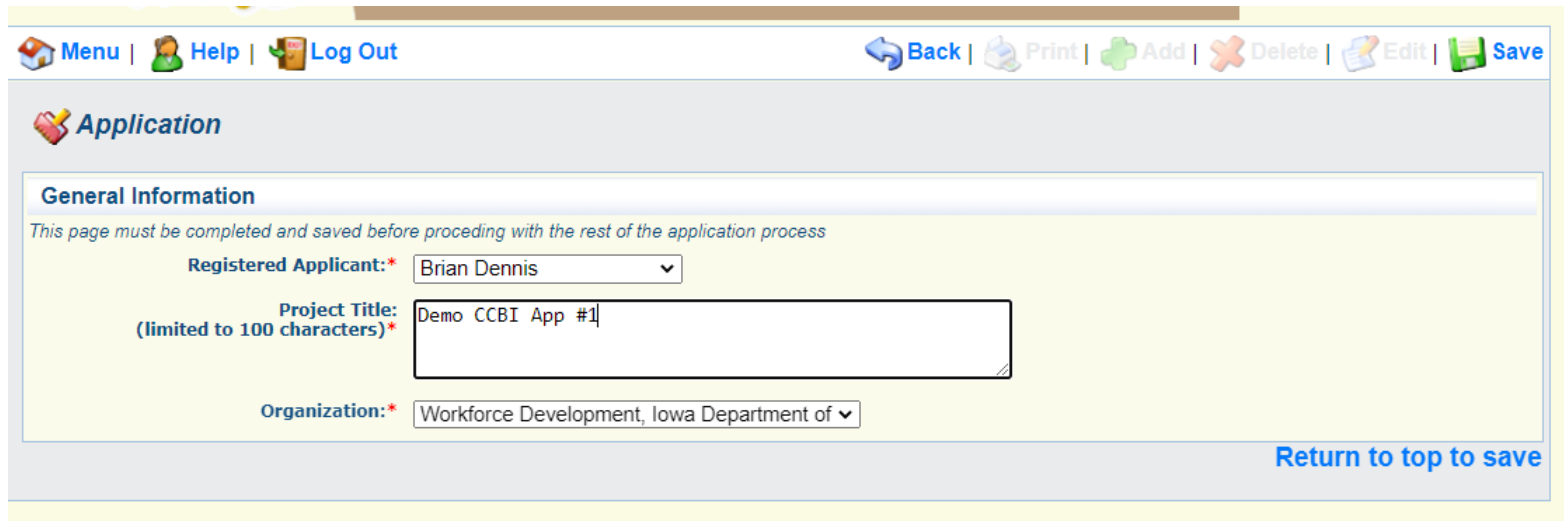
Attachments

Click on the File Name to open attachment

Description	File Name	File Size
APPENDIX A - 2022 Child Care Business Incentive Grant Program Guide	Appendix A - FRI Child Care Business Incentives Program Guidance.pdf	137 KB
APPENDIX B - Child Care Business Incentive Grant FAQ's	Appendix B - FAQs.pdf	200 KB
APPENDIX C - 2022 Child Care Business Incentive Rubric Guide	Appendix C - FRI Child Care Business Incentives Scoring Rubric.pdf	140 KB
APPENDIX D - Iowa Grants New Users Guide	Appendix D - New Users Guide.pdf	153 KB
APPENDIX E - 2022 Child Care Business Incentive Project Plan	Appendix E - Project Plan 2022 Child Care Business Incentive Grant.pdf	182 KB
APPENDIX F - Budget Form 2022 Child Care Business Incentive	Appendix F - Budget Form 2022 Child Care Business Incentive Grant.pdf	293 KB
FULL NOFO - Child Care Business Incentive Grant 2022	Business Incentive NOFO Final Full Version.pdf	396 KB

Beginning an Application

- Click “Start a New Application”



The screenshot shows a web application interface. At the top, there is a navigation bar with links for Menu, Help, and Log Out on the left, and Back, Print, Add, Delete, Edit, and Save on the right. Below this is a header section titled "Application" with a folder icon. The main content area is titled "General Information" and contains a message: "This page must be completed and saved before proceeding with the rest of the application process". There are three form fields: "Registered Applicant:*" with a dropdown menu showing "Brian Dennis", "Project Title: (limited to 100 characters)*" with a text input field containing "Demo CCBI App #1", and "Organization:*" with a dropdown menu showing "Workforce Development, Iowa Department of". A "Return to top to save" link is located at the bottom right of the form area.

- Registered Applicant and Organization auto-fill
- Enter “Project Title Name”
- Save

Completing an Application

- Once you save the “Project Title”; click “Go to Application Forms”
- “Application Forms” section contains parts that must be completed for a successful submittal.

Instructions		
<i>Clicking "Mark as Complete" does not submit the application component or prevent further editing. To submit the application click the Submit button. Note: All application components must be marked as complete in order to submit.</i>		
Application Forms		Preview Submit
Form Name	Complete?	Last Edited
General Information	✓	06/21/2022
Minority Impact Statement (2020)		
Cover Sheet-General Information		
Project Information		
ChildCare Challenge		
Application Attachments		
Budget		

Completing Application Forms

Instructions

Clicking "Mark as Complete" does not submit the application component or prevent further editing. To submit the application click the Submit button. Note: All application components must be marked as complete in order to submit.





Application Forms

[Preview](#) | [Submit](#)

Form Name	Complete?	Last Edited
General Information	✓	06/21/2022
Minority Impact Statement (2020)		
Cover Sheet-General Information		
Project Information		
ChildCare Challenge		
Application Attachments		
Budget		

- Be sure to complete each section of the “Application Forms” as part of your funding submittal.
- The “General Information” link is your initial naming of your project and will automatically be marked as “Complete”
- In addition to the Application Forms; the “Application Attachments” link will require additional documents be attached to your funding application.

Completing Application Attachments

Application Attachments		Mark as Complete Go to Application Forms				
<p>Budget Spreadsheet - Please complete and attach a budget spreadsheet. A template is included in the Funding Opportunity announcement as Appendix F. Letter(s) of Commitment - Please combine your letter(s) of commitment from partner organization(s) in one PDF document and upload. Supporting Documentation of Match Funds - Please upload documentation as a single PDF file. Project Plan - Please upload a completed Project Plan PDF using the template included in the Funding Opportunity announcement as Appendix E. Goal(s) must be specific (include how they will be measured and a date for completion). Provide clear tasks and dates that align with the project description.</p>						
Attachment	Description	File Name	Type	File Size	Date Uploaded	Delete?
Budget Spreadsheet						
Letter(s) of Commitment						
Supporting Documentation of Match Funds						
Project Plan						
Last Edited By:						

- You are required to attach 4 documents to your application
 - **Budget Spreadsheet:** please complete and attach a budget spreadsheet. A template is included in the Funding Opportunity announcement as **Appendix F** in the “Funding Opportunity” Section.
 - **Letter(s) of Commitment:** combine all letters of reference to submit as a single PDF attachment.
 - **Supporting Documentation of Match Funds:** please upload all match funds documents as a single PDF.
 - **Project Plan:** please complete and upload a completed “Project Plan”. A template is included in the Funding Opportunity announcement as **Appendix E** in the “Funding Opportunity” Section.

lowagrants.gov Walkthrough



Questions



Contacts

Grant Questions

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lowagrants.gov Questions

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