Test Guidelines for Applicants

Release 16.2.1 – Package Id in new Submission Headers and new Web Services for Applicants

Revision History

Version	Change	Author	Date Revised
1	Initial version	PTS	06/04/2018
2	Added test opportunity published by NIST	PTS	07/09/2018

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1   Release Background

R16.2.1 includes new submission header for S2S Applicants and new Web Services for Applicants.

2   Scope

This document contains guidelines for testing of this release, including **FAQs (ctrl + click here)** section containing how to request your certificate installation and assigning role to the certificate. Users can also contact **uat@grants.gov** if any help or clarification is needed during testing.

Note: Users are recommended to complete as many test scenarios as they can, depending on their time availability and send their results back to uat@grants.gov.

3   Test environment, Data, Schedule and Reporting

3.1   Environment

The Training environment will be used for testing.

- It can be accessed at https://training.grants.gov via the browser
- It can be accessed using https://trainingws.grants.gov via S2S interface

3.2   Test Data

- Applicants can use their existing test certificates on the Training environment or request to install new ones.
- Only the test packages available in the references section below can be used for this testing.
- Do not use any sensitive or confidential information (including the file attachments) while testing.

3.3   Schedule

- Providing feedback as soon as testing is complete is highly recommended.
- Note: The Version 1 Submission Header will be available in Training environment until October 20, 2018.

3.4 Reporting and POC

After testing is complete, email your feedback to the address noted below. If clarification is needed, send email to the address noted below.

uat@grants.gov

Note: Please report all functional and usability issues in your feedback so Grants.gov team can review and address them. Sending screenshots of the issues will also help us in troubleshooting the issue better.

4 Testing

The following are recommended test scenarios for applicants. Your organization test certificate should be installed on the Training environment with appropriate role(s) assigned before executing the following tests/checklist.

Ad-hoc testing outside of the guidelines and using data like you would on Production (excluding sensitive information) is highly recommended.

4.1 Submission Header Schema – V2 and V1

4.1.1 Submit application using Header V2.0 with Package Schema URL (**New)

Note 1: Use Package Schema URL containing Package Id in the Application XML. For example, https://trainingapply.grants.gov/apply/opportunities/schemas/applicant/PKG00043651.xsd
Note 2: Most S2S Applicant Systems use Package Schema URL in their S2S application today.
Note 3: List of test packages, including the ones published by the participating agencies are listed below.

#	Checklist	Feedback
1.	Submit a valid application using Header V2 with PackageId in the Schema	
2.	Check the submission receipt email and Validation email	
3.	Download the zip file and review its contents Note: Forms submitted and attachments	
4.	Optional: Open the XML in the zip file and confirm that Header V1 is available in it Note: There is no change expected in the zip file XML as part of this release	
5.	Optional: Open the XML in the zip file and confirm that Package Schema URL contains FON, CFDA (if applicable to the package) and CID (if applicable to the package). Note: There is no change expected in the zip file XML as part of this release	
6.	Optional: Repeat above steps with different packages. For example, package with CFDA number, package with CID, package without CFDA number, package without CID, etc.	

#		
7.	Ad-hoc testing…..	

4.1.2   Submit application using Header V2.0 without the Package Schema URL (**New)

Note 1: Use Package Schema URL for containing Package Id in the Application XML.

Note 2: This scenario is recommended only if you system submits XML on Production without Package Schema URL today.

#	Checklist	Feedback
1.	Submit a valid application using Header V2 with PackageId in the Schema	
2.	Check the submission receipt email and Validation email	
3.	Download the zip file and review its contents Note: Forms submitted and attachments	
4.	Optional: Open the XML in the zip file and confirm that Header V1 is available in it Note: There is no change expected in the zip file XML as part of this release	
5.	Optional: Open the XML in the zip file and confirm that Package Schema URL contains FON, CFDA (if applicable to the package) and CID (if applicable to the package). Note: There is no change expected in the zip file XML as part of this release	
6.	Optional: Repeat above steps with different packages. For example, package with CFDA number, package with CID, package without CFDA number, package without CID, etc.	
7.	Ad-hoc testing…..	

4.1.3   Submit application using Header V1.0 with Package Schema URL (**Available until R16.3.0)

Note 1: This test case is recommended if your system is not ready to use V2.0 at this point on Production.

Note 2: Use Package Schema URL containing FON, CFDA (if applicable) and CID (if applicable) in the Application XML.

Note 3: Most S2S Applicant Systems use Package Schema URL in their S2S application today.

#	Checklist	Feedback
1.	Submit a valid application using Header V1 in the Schema	
2.	Check the submission receipt email and Validation email	
3.	Download the zip file and review its contents Note: Forms submitted and attachments	
4.	Optional: Open the XML in the zip file and confirm that Header V1 is available in it Note: There is no change expected in the zip file XML as part of this release	
5.	Optional: Open the XML in the zip file and confirm that Package Schema URL contains FON, CFDA (if applicable to the package) and CID (if applicable to the package). Note: There is no change expected in the zip file XML as part of this release	

#	Checklist	Feedback
6.	Ad-hoc testing…..	

4.1.4 Submit application using Header V1.0 without the Package Schema URL (**Regression)

Note 1: This test case is recommended if your system is not ready to use V2.0 at this point on Production.

Note 2: This scenario is recommended only if you system submits XML on Production without Package Schema URL today.

#	Checklist	Feedback
1.	Submit a valid application using Header V1 with PackageId in the Schema	
2.	Check the submission receipt email and Validation email	
3.	Download the zip file and review its contents Note: Forms submitted and attachments	
4.	Optional: Open the XML in the zip file and confirm that Header V1 is available in it Note: There is no change expected in the zip file XML as part of this release	
5.	Optional: Open the XML in the zip file and confirm that Package Schema URL contains FON, CFDA (if applicable to the package) and CID (if applicable to the package). Note: There is no change expected in the zip file XML as part of this release	
6.	Optional: Repeat above steps with different packages. For example, package with CFDA number, package with CID, package without CFDA number, package without CID, etc.	
7.	Ad-hoc testing…..	

4.2 HashValue in the Header V1.0

4.2.1 Submit application using Header V1.0 with invalid HashValue

Note 1: This scenario is applicable only for HashValue in the header.

Note 2: Attachment HashValue is expected to be valid for all S2S submissions immaterial of the header schema version used.

#	Checklist	Feedback
1.	Submit a valid application using Header V2 with PackageId in the Schema	
2.	Check the submission receipt email and Validation email	
3.	Download the zip file and review its contents Note: Forms submitted and attachments	
4.	Optional: Open the XML in the zip file and confirm that Header V1 is available in it Note: There is no change expected in the zip file XML as part of this release	
5.	Optional: Open the XML in the zip file and confirm that Package Schema URL contains FON, CFDA (if applicable to the package) and CID (if applicable to the package). Note: There is no change expected in the zip file XML as part of this release	

#	Checklist	Feedback
6.	Ad-hoc testing…..	

4.3 New Web Services

4.3.1 GetOpportunityList

Note: For list of possible input parameters and expected results, refer to https://training.grants.gov/web/grants/s2s/applicant/web-services/get-opportunity-list.html

#	Checklist	Feedback
1.	Retrieve opportunities using Get Opportunity List Web Service using package Id.	
2.	Package information returned is consistent with the input parameter.	
3.	Returned result (fields) matches the expected results. Note 1: See the URL provided above for expected results. Note 2: Package Schema is expected to be in the format - https://apply07.grants.gov/apply/opportunities/schemas/applicant/*<Package ID>*.xsd Note 3: Package Instructions is expected to be in the format - https://apply07.grants.gov/apply/opportunities/instructions/*<Package ID>*-instructions.*<File Extension>*	
4.	Repeat the above steps using different input parameter. For example, Funding Opportunity Number, CFDA Number or Competition ID. Note: If you specify Competition ID, must include CFDA Number and/or Funding Opportunity Number.	
5.	Optional: Check the result using one of the existing Web Services you use on Production and compare the result returned by the new Web Service. For example, Get Opportunities Expanded or Get Opportunity Plus Comp Title	
6.	Ad-hoc testing…..	

4.3.2 GetSubmissionList

Note: For list of possible input parameters and expected results, refer to https://training.grants.gov/web/grants/s2s/applicant/web-services/get-submission-list.html

#	Checklist	Feedback
1.	Retrieve opportunities using Get Submission List Web Service using package Id.	
2.	Package information returned is consistent with the input parameter.	
3.	Returned result (fields) matches the expected results. Note: See the URL provided above for expected results.	
4.	Repeat the above steps using different input parameter. For example, Funding Opportunity	

#		Checklist	Feedback
		Number, Grants.gov Tracking Number, Package ID, Submission Title, and/or Status. Multiple filters may be specified.	
5.		Optional: Check the result using one of the existing Web Services you use on Production and compare the result returned by the new Web Service.	
6.		Ad-hoc testing…..	

4.3.3 GetSubmissionListAsThirdParty (** For NIH only)

Note: For list of possible input parameters and expected results, refer to https://training.grants.gov/web/grants/s2s/applicant/web-services/get-submission-list-as-third-party.html

#	Checklist	Feedback
1.	Retrieve opportunities using Get Submission List As Third Party Web Service using package Id.	
2.	Package information returned is consistent with the input parameter.	
3.	Returned result (fields) matches the expected results. Note: See the URL provided above for expected results.	
4.	Repeat the above steps using different input parameter. For example, Funding Opportunity Number, Grants.gov Tracking Number, Package ID, Submission Title, and/or Status. Multiple filters may be specified.	
5.	Optional: Check the result using one of the existing Web Services you use on Production and compare the result returned by the new Web Service.	
6.	Ad-hoc testing…..	

4.4 Regression

4.4.1 Check existing Applicant S2S functionality

New/Changed/ Impacted (Yes/No)	Checklist	Feedback
No	GetApplicationInfo	
No	GetApplicationList	
No	GetOpportunities (Will be retired as part of R16.3.0)	
No	GetOpportunitiesExpanded	
No	GetOpportunitiesPlusCompTitle (Will be retired as part of R16.3.0)	
No	SubmitApplication (Header V1 will be retired as part of R16.3.0)	

No	GetApplicationStatusDetail	
No	GetApplicationZip	

4.4.2   Third Party functionality (** For NIH only, regression testing)

Check the functionality available for Third Party systems.

Changed/Impacted (Yes/No)	Checklist	Feedback
No	AuthenticateAOR Note: Input parameter can include DUNS (optional). No changes expected in the return values.	
No	SubmitApplicationAsThirdParty (using Header V1)	
No	GetApplicationListAsThirdParty	
No	GetApplicationInfoAsThirdParty	

5   References

5.1   List of packages with form names

FON	CID	CFDA	Package ID	Mandatory forms
TEST-HEADER-2018-01 Note: Published by NIST; Can be used for end-to-end testing.	TEST-HEADER-2018-01	11.609	PKG00043983	Mandatory: Application for Federal Assistance (SF-424) [V2.1] Assurances for Non-Construction Programs (SF-424B) [V1.1] Budget Information for Non-Construction Programs (SF-424A) [V1.0] CD511 Form [V1.1] Optional: Disclosure of Lobbying Activities (SF-LLL) [V1.2]
GG-R16-2-1-UAT		84.215	PKG00043651	Mandatory: SF424 (R & R)

				Optional: Other forms in the family
GG-16-1-0-UAT-OPPORTUNITY	**SF424-Family**		PKG00039596	Mandatory: Application for Federal Assistance (SF-424) Optional: Other forms in the family
GG-16-1-0-UAT-OPPORTUNITY	**Indv-Family**		PKG00039597	Mandatory: Application for Federal Domestic Assistance- Individual Optional: Other forms in the family
GG-16-1-0-UAT-OPPORTUNITY	**Mandatory-Family**		PKG00039573	Mandatory: SF424 Mandatory Form Optional: Other forms in the family
GG-16-1-0-UAT-OPPORTUNITY	**Short-Family**		PKG00039572	Mandatory: Application for Federal Domestic Assistance-Short Organizational Optional: Other forms in the family
GG-16-1-0-UAT-OPPORTUNITY	**RR-Family**		PKG00039595	Mandatory: SF424 (R & R) Optional: Other forms in the family

5.2 FAQs:

5.2.1 New test certificates on Training

- If you would like to install new certificates on the Training environment, click here for details on what is required and for S2S certificates installation form.

5.2.2 Assigning role(s) to certificate:

- Login as Ebiz POC or expanded AOR
- Click on "Manage Certificates" link. Note: This link will be available on if your organization has certificate installed on the environment you are using.
- Click on "Manage Roles" link
- Choose the role as needed and save the changes.

5.2.3 Providing feedback and reporting issues:

- Use the feedback column for providing test results and comments.
- Additional documents can be used to provide feedback, screenprints, etc.
- Please report all functional and usability issues in your feedback so Grants.gov team can review and address them.
- Please send your feedback to **uat@grants.gov**