

Grants.gov Data Elements for Summaries of Funding Opportunities – Page 1 of 5

DATA ELEMENT	DESCRIPTION	REQUIRED?
Federal agency user identification	User ID of Federal agency representative who is authorized to post information to the FedGrants.gov site.	One entry required.
Federal agency user password	Password of Federal agency representative who is authorized to post information to the FedGrants.gov site.	One entry required.
Announcement Type	Type of announcement to which the synopsis relates. Initial announcement or modification to a previously issued announcement	One entry required. Modification requires data and only changes made to the initial announcement.
Funding opportunity title	The Federal agency's title for the funding opportunity (including program subcomponent names, as the agency deems appropriate).	One entry required.
Funding opportunity number	The number, if any, that the Federal agency assigns to its announcement.	Optional.
<i>Catalog of Federal Domestic Assistance</i> (CFDA) number(s)	Number(s) of the CFDA listing(s) for program(s) included in the announcement (e.g., 12.300).	At least one entry required (may list more than one) if the Federal agency is subject to the requirement in 31 U.S.C. chapter 61 to report to the CFDA. Other Federal agencies, if they do not use the CFDA, may arrange with FedGrants.gov to insert alternatives that will help recipients later satisfy auditors who seek CFDA numbers for Federal awards.
Federal agency name	Name of the Federal organization responsible for the announcement, including agency name and as applicable, specific subcomponent (e.g., department, bureau, directorate, or division).	Optional. If an name office is not provided, FedGrants.gov will insert the office name provided when the agency initially registered and obtained a user ID and password.
Federal agency contact for electronic access problems	Should list name of person (e.g., webmaster) to whom potential applicants should refer questions if they cannot link from FedGrants.gov to the full announcement (this person is distinct from programmatic and other agency contacts who are listed in the full announcement).	At least one entry required. May list more than one.
E-mail address for Federal agency contact for electronic access problems	E-mail address of Federal agency contact who can help with electronic access problems.	Required. May list only one.
Telephone number for Federal agency contact for electronic access problems	Telephone number of Federal agency contact who can help with electronic access problems.	Required. May list only one
Funding opportunity description	A concise description of the funding opportunity, designed to contain sufficient information for potential applicants to decide whether they are interested enough to read the full announcement.	Required.

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DATA ELEMENT	DESCRIPTION	REQUIRED?
Funding instrument types	<p>List codes for types of instruments that may be awarded:</p> <p style="padding-left: 40px;">G = Grant CA = Cooperative Agreement PC = Procurement Contract O = Other</p> <p>Note that if your announcement states that you may award procurement contracts, as well as assistance instruments, the announcement must be posted to both the procurement and assistance modules of Grants.gov FIND</p>	Required. Select all that apply (up to 4 codes).
Category of funding activity	<p>Designed to allow potential applicants to narrow their searches to programs in CFDA categories of interest to them. Note that the terms are defined in the CFDA. List all codes that apply:</p> <p style="padding-left: 40px;">AG = Agriculture AR = Arts (see “Cultural Affairs” in the CFDA) BC = Business and Commerce CD = Community Development CP = Consumer Protection DPR = Disaster Prevention and Relief ED = Education ELT = Employment, Labor and Training EN = Energy ENV = Environment FN = Food and Nutrition HL = Health HO = Housing HU = Humanities (see “Cultural Affairs” in the CFDA) ISS = Income Security and Social Services IS = Information and Statistics LJL = Law, Justice and Legal Services NR = Natural Resources RD = Regional Development ST = Science and Technology and other Research and Development T = Transportation O = Other (O-see text field entitled “Explanation of other category of funding activity” for clarification.)</p>	At least one required and may list as many as needed. There is no default value.

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DATA ELEMENT	DESCRIPTION	REQUIRED?
Explanation of "Other" category of funding activity	A text description of "Other" category or categories of funding activity application to the funding opportunity.	Required if an agency selects "Other" as a category of funding activity, either by itself or in combination with one or more other categories.
Estimated total program funding	The total amount of funding the agency expects to make available for awards under this announcement.	Optional. Default to "Not Available" if the agency does not provide input. However, agencies should provide this information whenever possible.
Expect number of awards	The number of individual awards the agency expects to make under this announcement.	Optional. Default to "Not Available" if the agency does not provide input. However, agencies are strongly encouraged to provide this information whenever possible.
Ceiling, if any, on amount of individual award	The maximum dollar amount for an individual award under this announcement that the awarding agency will not exceed.	Required. Enter a number or "none."
Floor, if any, on amount of individual award	Any minimum dollar amount for an individual award under this announcement (i.e., if the awarding agency will not make smaller awards under any circumstances)	Required. Enter a number or "none."
How to get full announcement	Hypertext stating where to get the full announcement. If it is available on the Internet, this field should include the descriptor that precedes the URL for the full announcement (e.g., "Click on the following link to see the full text of the announcement for this funding opportunity:").	Required.
Electronic link to full announcement	The URL for the full announcement, if it is on the Internet.	Optional.

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DATA ELEMENT	DESCRIPTION	REQUIRED?
Eligible applicants	<p>Designed to help potential applicants narrow their searches to programs where they are most likely to be eligible (although they still must read the full announcement for details because eligibility may be further limited to certain subsets of applicants within the categories below).</p> <p align="center">99 = Unrestricted (i.e., open to any type of entity below)</p> <p>Government codes:</p> <ul style="list-style-type: none"> 00 = State governments 01 = County governments 02 = City or township governments 04 = Special district governments 05 = Independent school districts 06 = State controlled institutions of higher education 07 = Native American tribal governments (Federally recognized) 08 = Public housing authorities/Indian housing authorities <p>Non-Government organizations:</p> <ul style="list-style-type: none"> 11 = Native American tribal organizations (other than Federally recognized tribal governments) 12 = Nonprofits with 501(c)(3) IRS status, other than institutions of higher education 13 = Nonprofits without 501(c)(3) IRS status, other than institutions of higher education. 20 = Private institutions of higher education 21 = Individuals 22 = For-profit organizations other than small businesses 23 = Small businesses <p>25 = Others [see text field entitled “Additional information on eligibility” for clarification.]</p>	Required to either select “99” for unrestricted or select all others that apply.
Additional information on eligibility	Explanatory information to provide any needed clarification of the meaning of “unrestricted” (e.g., all but foreign entities), to identify types of recipients meant by “Other,” or to provide further information about limitations for any other categories (e.g., for categories 6 and 20, a limitation to historically Black colleges and universities.)	Required if agency selects either category 25 or category 99 in “eligible applicants” field. If agency selects category 99 and there are not further limitations, enter “no restrictions.” Optional for additional information related to any category other than 99 or 25.
Cost sharing or matching requirement	Answer to question: is cost sharing required? (Y or N)	Required.

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DATA ELEMENT	DESCRIPTION	REQUIRED?
Due date for applications	Date when applications are due (or latest date when applications accepted, if announcement has multiple due dates or is a general announcement that is open for a specified period with applications accepted at any time during that period).	Required if “Explanation of application due dates” field is not completed. Optional otherwise.
Explanation of application due dates	Used by agencies wishing to post more information about due date(s) for potential applicants. For example, the field may be used to describe programs with multiple due dates or ones where applications are accepted, reviewed, and funded at any point within a broad time window. The field also may be used to add information about the time when applications are due (e.g., 5:00 p.m. EDT on the date given in the “Due date for applications” field).	Optional (note that “Due date for applications” field is required if this “Explanation of application due dates” text field is not completed).
Date of Grants.gov FIND posting	Month, day, and year when the agency wants the synopsis posted on Grants.gov FIND (e.g., some agencies may build in delays to allow announcements to appear first in the <i>Federal Register</i> or at agency Internet sites). Format is MMDDCCYY.	Required.
Date for Grants.gov FIND to archive	Month, day, and year when the agency wants the synopsis archived. Format is MMDDCCYY.	Optional. Default, if agency provides no input, is 30 days after the date given in the “Due date for applications” field.