## **OFFICE OF HEAD START (OHS)**

# QUICK REFERENCE | GRANT OPPORTUNITY PACKAGES

This guide is intended as a quick reference for using the grant opportunity package feature.

## HOW TO NAVIGATE TO THE NOTICE OF FUNDING OPPORTUNITY AND APPLY FOR FUNDING

- 1. Navigate to Grants.gov
- 2. CLICK "Search Grants"



### Figure 1: Search Grants

**3.** Once you're on the "Search Grants" page, enter the information for the Notice of Funding Opportunity (NOFO) under "Basic Search Criteria."

SEARCH GRANTS						
0						
BASIC SEARCH CRITERIA:	1				Search Tips I	Export Results
Keyword(s):	SORT BY:			DATE RANGE:		
Opportunity Number:	Posted Date (Descendin	g) 🗘 Update Sort		All Available	Update	Date Range
Assistance Listings:		1 2 3 4	5 6 NEXT >			
	Opportunity \$ Number	Opportunity Title \$	Agency \$	Opportunity Status	Posted Date \$	Close Date \$
OPPORTUNITY STATUS:	72011924RFI00001	Basic Education Activity in Tajikistan	USAID-KAZ	Posted	09/18/2024	10/07/2024
<ul> <li>Forecasted (716)</li> <li>Posted (2,007)</li> </ul>	OFOP0001637	Raising Awareness and Building Cooperation to Combat Corruption and Money Laundering	DOS-INL	Posted	09/18/2024	11/18/2024
Closed (7,702)	EPA-OCSPP-OPS- 2024-10	National Tribal Toxics Council (NTTC) Technical Support	EPA	Posted	09/18/2024	11/19/2024

Figure 2: Search Criteria

**Note:** You can search for opportunities by Keywords, Opportunity Number, or Assistance Listing number. For example, if you do not know the Opportunity Number, you can search for the program by using the *Keyword(s)* field.

4. Once you've located the NOFO, click on the hyperlinked Opportunity Number

SEARCH GF	RANTS							
0								
BASIC SEARCH CR	ITERIA:						Search Tips E	xport Result
Keyword(s):	OHS	SORT BY:			DATE R	ANGE:		
Opportunity Number:	Opportunity Number:     Relevance (Descending)     Update Sort     All Available     Update Date Range							
Assistance Listings:								
	Search 2 3							
		Opportunity Number	Opportunity Title	\$ Agency	\$	Opportunity Status \$	Posted Date \$	Close Date \$
Forecasted (15)	ATUS:	RFI-492-17-OH-001	Advancing TB Prevention, Detection and Treatment in the Philippines	USAID-PHI		Forecasted	02/28/2017	
<ul> <li>Posted (74)</li> <li>Closed (131)</li> <li>Auchined (2, 472)</li> </ul>		<u>HHS-2025-ACF-</u> OHS-CH-0124	Head Start/Early Head Start Recipient - Mult Communities in AZ, AR, CA, CO, CT, FL, GA, II KS, LA, MD, MA, MI, MN, MS, MT, NJ, NM, NY, OH, OR, PA, PR, SC, SD, TN, TX, VT, VA, WA, W	iple -, IN, NC, HHS-ACF-OHS /I		Posted	10/28/2024	01/06/2025
Archived (2,478)		HHS-2025-ACF-	Early Head Start Expansion and Early Head Start-Child Care Partnership Grants - Multip			Destad	10/20/2024	01/05/2025

Figure 3: Hyperlinked Opportunity Number

- 5. You will be taken to the View Grant Opportunity page.
  - a. Note: do not use the *Apply* button on this screen you must navigate to step #8 to apply to the correct service area.

VIEW GRANT OPP	ORTUNITY		<u>View similar opp</u>	ortunities				
HH5-2025-ACF-0H5-CH-0124								
Head Start/Early Head Start Recip	ient - Multiple Communities in AZ, AR, CA, CO, CT, FL, GA, IL, IN, KS, LA, MD, MA, MI, MN, MS,	MT, NJ, NM, NY, NC, OH, OR,	PA, PR, SC, SD, TN, TX, VT, VA, WA, WI	bscribe				
Department of Health and Humar	Services			, action				
Administration for Children and Fa	amilies - OHS							
SYNOPSIS VERSION HISTOR	Y RELATED DOCUMENTS PACKAGE							
General Informat	ion			0				
Document Type	Grants Notice	Version:	Synopsis 3					
Funding Opportunity	HHS-2025-ACF-OHS-CH-0124	Posted Date:	Oct 28, 2024					
Number		Last Updated Date:	Oct 28, 2024					
Funding Opportunity Title	<ul> <li>Head Start/Early Head Start Recipient - Multiple Communities in AZ, AR, CA, CO, CT, FL, GA, IL, IN,</li> <li>KS, LA, MD, MA, MI, MN, MS, MT, NJ, NM, NY, NC, OH, OR, PA, PR, SC, SD, TN, TX, VT, VA, WA, WI</li> </ul>	Original Closing Date for Applications:	Jan 06, 2025 Electronically submitted applications must be submitted no later than 11:59 pm Eastern Standard Time on the listed application due date.					
Opportunity Category	Discretionary	Current Closing Date for	Jan 06, 2025 Electronically submitted applications must be submitted no later than 11:59 pm					
Opportunity Category		Applications:	Eastern Standard Time on the listed application due date.					
Explanation	Creat	Archive Date:	Feb 05, 2025					
Type	Gant	Estimated Total Program Funding:	\$726,103,148					
Category of Funding	Income Security and Social Services	Award Ceiling:	\$80,166,137					
Activity		Award Floor:	\$577,859					
Category Explanation								
Expected Number of Awards	219							
Assistance Listings	93.600 Head Start							
Cost Sharing or Matching	Yes							
Requirement								

Figure 4: Grant Opportunity Screen

b. Please see below for a breakdown of each tab

- i. **Synopsis:** This tab includes key NOFO information under the general information section. It also includes a brief description of the program under the additional information section.
- ii. **Version History:** This is where the NOFO version history is recorded. If a NOFO posting has been modified, you can view past synopsis versions using this tab.
- iii. **Related Documents:** This tab stores any documents that have been uploaded for this NOFO. The full announcement and any other supporting documents can be found here.
- iv. Package: This tab stores the package(s), available service area(s), for the NOFO.
- 6. CLICK Package

VIEW GRANT OPPORTUNITY View similar opportunities							
HHS-2075-67E-014-67-0124							
Head Start/Farly Head Start Recipie	nt - Multiple Communities in AZ AR CA CO CT EL GA IL IN KS LA MD MA ML MN MS	MT N I NM NY NC OH OR	PA PR SC SD TN TX VT VA WA WI				
Department of Health and Human S	are - manple communities in Az, AK, CA, CO, CI, FE, OA, IE, IN, KS, EA, MD, MA, MI, MN, MS,	M1, N5, NM, N1, NC, O1, OK,	A, 1y Sub	scribe			
Administration for Children and Con							
Administration for Children and Fan	nines - ons						
SYNOPSIS VERSION HISTORY	RELATED DOCUMENTS PACKAGE						
				0			
General Informatio	on						
Document Type:	Grants Notice	Version:	Synopsis 3				
Funding Opportunity	HHS-2025-ACF-OHS-CH-0124	Posted Date:	Oct 28, 2024				
Number:		Last Updated Date:	Oct 28, 2024				
Funding Opportunity Title:	Head Start/Early Head Start Recipient - Multiple Communities in AZ, AR, CA, CO, CT, FL, GA, IL, IN, KS, LA, MD, MA, MI, MN, MS, MT, NJ, NM, NY, NC, OH, OR, PA, PR, SC, SD, TN, TX, VT, VA, WA, WI	Original Closing Date for Applications:	Jan 06, 2025 Electronically submitted applications must be submitted no later than 11:59 pm Fastern Standard Time on the listed application due date				
Opportunity Category:	Discretionary	Current Closing Date for	Jan 06, 2025 Electronically submitted applications must be submitted no later than 11:59 nm				
Opportunity Category		Applications:	Eastern Standard Time on the listed application due date.				
Explanation:		Archive Date:	Feb 05, 2025				
Funding Instrument	Grant	Estimated Total Program	\$726,103,148				
Type:		Funding:					
Category of Funding	Income Security and Social Services	Award Ceiling:	\$80,166,137				
Category Explanation:		Award Floor:	\$577,859				
Expected Number of	219						
Awards:							
Assistance Listings:	93.600 Head Start						
Cost Sharing or Matching	Yes						
Requirement:							

Figure 5: Package Tab

- 7. Scroll down and identify the Grant Opportunity Package you want to apply to using the competition title.
- 8. CLICK Apply

**Note:** This NOFO contains multiple Grant Opportunity Packages. Each Grant Opportunity Package contains one service area. Respective service areas are identified using the competition title column.

Select Grant Opportunity Package							
PLEASE READ BEFORE APPLYINCI If you view and complete your application package using Grants, gov dwnloadable POP forms, you MisST have Adobe Reader Installed. Tour may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, It is now recommended you unistall any earlier versions of Adobe Reader and Install the Locat compatible version of Adobe Reader. If more than one person is working on the POP forms, ALL applicants must be using the same Adobe Reader install the Locat compatible version of Adobe Reader. If more than one person is working on the POP form, ALL applicants must be using the same Adobe Reader install the Locat compatible version of Adobe Reader. If more than one person is working on the POP form, ALL applicants must be using the same Adobe Reader install the Locat compatible version of Adobe Reader.							
Opportunity Package(s) Currently Available for this Funding Opportunity:							
Assistance Listing Number	Competition ID	Competition Title		Opportunity Package ID	Opening Date	Closing Date	Actions
93.600	HHS-2025-ACF-OHS-CH-0124-	The Cities of Carrboro and Chapel Hill, North Carolina		PKG00288292	Oct 28, 2024	Jan 06, 2025	Pres ov I Apply.
93.600	HHS-2025-ACF-OHS-CH-0124-14	Cook County with the exception of the City of Chicago, Illinois		PKG00288256	Oct 28, 2024	Jan 06, 2025	Preview   DOBAT
93.600	HHS-2025-ACF-OHS-CH-0124-60	Municipalities of Isabela and Moca, Puerto Rico		PKG00288302	Oct 28, 2024	Jan 06, 2025	Preview Apply
93.600	HHS-2025-ACF-OHS-CH-0124-61	Clarendon, Kershaw, Lee and Sumter Counties, South Carolina		PKG00288303	Oct 28, 2024	Jan 06, 2025	Preview Apply
93.600	HHS-2025-ACF-OHS-CH-0124-64	amiton Gurty, Tennesse PKG02281866 0c124, 2014 Jan 66, 2015 Performance Jan 2014 Jan 66, 2015 Performance Jan 2014 Jan 66, 2015 Performance Jan 2014 Jan 201				Preview Apply	
93.600	HHS-2025-ACF-OHS-CH-0124-65	Shelby County, Tennessee		PKG00288307	Oct 28, 2024	Jan 06, 2025	Preview Apply
93.600	HHS-2025-ACF-OHS-CH-0124-67	Cameron and Willacy Counties, Texas	ameron and Willary Counties, Tesas 946002188209 0c.28,2924 Jan 06,2025 29				Preview Apply
93.600	HHS-2025-ACF-OHS-CH-0124-68	Harris County, Heuston Texas		PKG00288310	Oct 28, 2024	Jan 06, 2025	Preview   Apply
93.600	HHS-2025-ACF-OHS-CH-0124-72	Accomack and Northampton Counties, Virginia			Oct 28, 2024	Jan 06, 2025	Preview   Apply
93.600	HHS-2025-ACF-OHS-CH-0124-2	Marin County, California         PH602288244         Oct 31, 2024         Jar				Jan 06, 2025	Preview Apply
93.600	HHS-2025-ACF-OHS-CH-0124-7	47 Harford and Mödlesen Counties, Connecticut PHG02281349 Oct 39, 2024 Jan 06, 2022 Percent degly					
93.600	HHS-2025-ACF-OHS-CH-0124-23	24-22 City of Batom Rouge Partich, Louidiana PH60028825 Oct 28, 2204 Jan 66, 2015 Pundent (Solg);					
93.600	H6528536C5405C402842 HowerGconty, Karyland P660283000 00.33,201 Jan 06,2025 Princing Joger						

#### Figure 6: Apply Button

9. CLICK the red Apply button:

Apply

VIEW GRANT OPPORTUNITY		View similar opportunities
HtS-2025-ACF-0HS-Ct+0124		
Head Start/Early Head Start Recipient - Multiple Communities in AZ, AR, CA, CO, CT, FL, GA, IL, IN, KS, LA, MD, MA, MI, NM, MS, MT, NJ, NM, NY, NC, OH, OR, PA, PR, SC, SD, TN, TX, VT, VA, WA, WI		
Jepartment of Health and Human Services		Apply Subscribe
Administration for Children and Families - OHS		
SYNOPSIS VERSION HISTORY RELATED DOCUMENTS INCAGE		·
Apply for Grant Opportunity		
Please review <u>Applicant FAQs</u> as you prepare and submit your application.		
Selected Opportunity Package:		Back to Packages
Constantly Package ID: PAG0028002	Opening Date: Oct 28, 2024	
Assistance Listings: 93.600	Closing Date: Jan 06, 2025	
Competition ID Title: The Cities of Camboro and Chapel Hill, North Carolina		
Agency Contact Information: Kesley Shaw		
Who Can Apply: Organization Applicants		
Similar Opportunities (Idemtified by AI)		
HIS-2025-ACF-OIDS-HI-9125 HIS-2025-ACF-OIDS-CI-911-6088 USDA RICS-RINQ-ACE5-24-HI0F000 DOTM805162224 PR-2024-014-FM-NRTAP		

### **ADDITIONAL SOURCES FROM GRANTS.GOV**

- Quick Start Guide: <u>https://www.grants.gov/quick-start-guide/applicants</u>
- How to apply for grants: <a href="https://apply07.grants.gov/help/html/help/Applicants/HowToApplyForGrants.htm">https://apply07.grants.gov/help/html/help/Applicants/HowToApplyForGrants.htm</a>
- How to create a
   workspace: <u>https://apply07.grants.gov/help/html/help/index.htm#t=Applicants%2FApplyNow.htm</u>
- Package Tab: <u>https://apply07.grants.gov/help/html/help/SearchGrants/PackageTab.htm</u>
- Help-

**Guide:** <u>https://apply07.grants.gov/help/html/help/index.htm#t=GetStarted%2FNavigation.htm&rhsearch=HOW</u> %20TO%20APPL