

## ND Grants System Online Grantee Tutorials

The Grants Program Directorate (GPD) is pleased to provide grantees with recorded online tutorials on the Non-Disaster (ND) Grants system. The online tutorials can be accessed at any time for self-paced training on the ND Grants system. Links to the tutorials are provided below.

To confirm you have the required software on your computer to view the tutorials, go to <a href="https://demo.connectsolutions.com/common/help/en/support/meeting\_test.htm">https://demo.connectsolutions.com/common/help/en/support/meeting\_test.htm</a>. If you have any difficulties installing the required software on your computer, please contact your in-house technical assistance support.

Any questions about the recordings and/or the ND Grants System can be addressed to NDGrants@fema.gov

Module 1 - How to register and log in to ND Grants		
Lessons 1-4	<ul> <li>Register and login into ND Grants</li> <li>Navigate the ND Grants system</li> </ul>	https://fema.connectsolutions.com/p41159446/
Module 2 - How to manage organizations in ND Grants		
Lessons 1-3	<ul> <li>Create and update organizations</li> </ul>	https://fema.connectsolutions.com/p35624160/
Lessons 4 - 6	<ul> <li>Request access to organizations</li> <li>Review and approve access requests</li> <li>View users of your organization</li> </ul>	https://fema.connectsolutions.com/p62856883/
Lessons 7 - 10	<ul> <li>Adding and updating contacts</li> </ul>	https://fema.connectsolutions.com/p23212919/
Module 3 - How to manage applications in ND Grants		
Lessons 1-2	<ul> <li>Start an application in Grants.gov</li> <li>Monitor submitted applications</li> </ul>	https://fema.connectsolutions.com/p67883119/
Lesson 3	<ul> <li>Complete and submit an application</li> </ul>	https://fema.connectsolutions.com/p77704101/
Module 4 - How to manage awards in ND Grants		
Lessons 1 - 3	<ul> <li>Review and accept award packages</li> <li>View awards</li> <li>Submitting an 1199A form</li> </ul>	https://fema.connectsolutions.com/p68053136/
Lessons 4 - 6	Create and update amendments	https://fema.connectsolutions.com/p92225553/
Lessons 7-9	<ul> <li>Viewing and deleting amendments</li> <li>Create and submit performance reports</li> </ul>	https://fema.connectsolutions.com/p55091840/
Module 5 - How to use the ND Grants mail center		
Lessons 1 - 4	Manage your ND Grants mailbox	https://fema.connectsolutions.com/p70773408/