



U.S. DEPARTMENT OF HOMELAND SECURITY

FISCAL YEAR 2014

HOMELAND SECURITY GRANT PROGRAM

**SUPPLEMENTAL RESOURCE: ND GRANTS ONLINE
GRANTEE TUTORIALS**



U.S. DEPARTMENT OF HOMELAND SECURITY

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 https://demo.connectsolutions.com/common/help/en/support/meeting_test.htm. 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		
<i>Lessons 1- 4</i>	<ul style="list-style-type: none"> • Register and login into ND Grants • Navigate the ND Grants system 	https://fema.connectsolutions.com/p41159446/
Module 2 - How to manage organizations in ND Grants		
<i>Lessons 1-3</i>	<ul style="list-style-type: none"> • Create and update organizations 	https://fema.connectsolutions.com/p35624160/
<i>Lessons 4 - 6</i>	<ul style="list-style-type: none"> • Request access to organizations • Review and approve access requests • View users of your organization 	https://fema.connectsolutions.com/p62856883/
<i>Lessons 7 - 10</i>	<ul style="list-style-type: none"> • Adding and updating contacts 	https://fema.connectsolutions.com/p23212919/
Module 3 - How to manage applications in ND Grants		
<i>Lessons 1-2</i>	<ul style="list-style-type: none"> • Start an application in Grants.gov • Monitor submitted applications 	https://fema.connectsolutions.com/p67883119/
<i>Lesson 3</i>	<ul style="list-style-type: none"> • Complete and submit an application 	https://fema.connectsolutions.com/p77704101/
Module 4 - How to manage awards in ND Grants		
<i>Lessons 1 - 3</i>	<ul style="list-style-type: none"> • Review and accept award packages • View awards • Submitting an 1199A form 	https://fema.connectsolutions.com/p68053136/
<i>Lessons 4 - 6</i>	<ul style="list-style-type: none"> • Create and update amendments 	https://fema.connectsolutions.com/p92225553/
<i>Lessons 7 - 9</i>	<ul style="list-style-type: none"> • Viewing and deleting amendments • Create and submit performance reports 	https://fema.connectsolutions.com/p55091840/
Module 5 - How to use the ND Grants mail center		
<i>Lessons 1 - 4</i>	<ul style="list-style-type: none"> • Manage your ND Grants mailbox 	https://fema.connectsolutions.com/p70773408/