

Attachment 1

Federal Electronic Application Process

The grant process will be the same as last year. The National Scenic Byways Program is in the process of converting the grants program over to the grants.gov process. For FY2009, applicants will need to register with www.grants.gov and then will need to complete and submit a form SF-424 through www.grants.gov. The rest of the application will be completed as before on www.bywaysonline.org. Applicants will still need to submit a hard copy of the Federal application **AND** the **Oregon** Application Packet.

It is extremely important that the project name on the www.bywaysonline.org application is identical to the project title (question #15 on SF-424). Grant guidance and further explanation of the process will be available on www.bywaysonline.org. The grants require a 20% match.

Steps: 1) Get a DUNS number if you don't already have one; 2) register with Central Contractor Registration (CCR) at www.ccr.gov; 3) register as an authorized organization representative on www.grants.gov; 4) start work on www.bywaysonline.org grant application and prepare SF-424 on www.grants.gov; 5) finish application and submit as usual. The electronic copy must be finalized online and two paper copies of the grant applications must be submitted or postmarked to the Oregon Scenic Byways Program Office by **February 6, 2009**.

For any questions about using the electronic application, reporting problems or error messages, or for help with printing and other technical issues, contact the website support team at:

Phone: 1-800-429-9297, option 3, option 5

E-Mail: grants-support@byways.org