**The Federal Register**

**Grant Announcements are usually called:**

Request for Application (RFA)

Notice of Funding Availability (NOFA)

Solicitation Notice

Request for Proposals (RFP) – feds usually use this term to refer to contract announcements. Contract announcements are usually published in another periodical, “Commerce Business Daily”.

**Elements of Grant Notices**

**WARNING:** There are no typical grant notices, nor any typical grant applications. They vary greatly.

A. Identification of the grant program, its legislative basis, and its regulatory authorization. Catalog of Federal Domestic Assistance (*CFDA*) reference number is usually included.

B. Who is eligible for funding, e.g., nonprofits, educational institutions, state governments, ect.

C. Name, address, phone number of staff member who is the primary contact.

D. Statement of whether additional application materials are required beyond those enumerated in the Register announcement.

E. Date applications are due.

F. Total amount of funding available for the grant program, estimated number of awards, estimated size of an average grant award.

G. Statement of whether matching funds are required. Percentage and whether in-kind matches are permissible.

H. Statement of whether application is subject to Executive Order 12372, which requires applicants to provide a synopsis of their application to a “Single Point of Contact” (*SPOC*) in their home state. SPOC for your state will usually be listed. This item is an effort to increase state and federal government coordination.

I. Priorities used to make funding decisions; criteria by which applications will be reviewed; nature of the review process; whether funding will be distributed according to geographic, population-based, or other formulas.