# U.S. Department of Education

**Supplemental Assistance to Institutions of Higher Education (SAIHE) (CFDA: 84:425S)**

# Application must be submitted electronically using GRANTS.gov https://[www.Grants.gov](http://www.Grants.gov/)

**Funding Opportunity Number: ED-GRANTS-** **032921-001**

**Closing Date: April 28, 2021**

**Before Applying, please sure to download the corresponding Certificate and Agreement and Program Profile Form at** [**https://www2.ed.gov/about/offices/list/ope/crrsaa.html**](https://www2.ed.gov/about/offices/list/ope/crrsaa.html)

# Instructions for Submitting the Recipient’s Funding Certification and Agreement and Application Forms

**Federal Register Notice:** [**https://www.federalregister.gov/documents/2021/03/29/2021-06527/applications-for-new-awards-fund-for-the-improvement-of-postsecondary-education-supplemental**](https://www.federalregister.gov/documents/2021/03/29/2021-06527/applications-for-new-awards-fund-for-the-improvement-of-postsecondary-education-supplemental)

To apply for funding, an institution must have an account with Grants.gov.

If you **do not** have a Grants.gov account, you may create an account at the following link: [*https://www.grants.gov/web/grants/applicants/registration.html*](https://www.grants.gov/web/grants/applicants/registration.html)*.* Please contact the Grants.gov Help Desk at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov) if you have any questions regarding registration. After you create a Grants.gov account, you can access Grants.gov and follow the guidance below for submitting documents.

If you **do** have a Grants.gov account, you can access Grants.gov and follow the guidance below for submitting documents.

To apply:

1. Register in Grants.gov
2. Download the corresponding Certificate and Agreement and Program Profile and complete offline and submit through grants.gov.
3. Complete the Application for Federal Assistance (SF-424).
4. Complete the Department of Education Supplemental Information Form for the SF-424.

# Part I: SF-424 Form

Application for Federal Assistance (SF-424)

Department of Education Supplemental Information for the SF-424

* Instructions on how to complete the SF-424 and Department of Education Supplemental Information for the SF-424 can be found at this link: <https://www2.ed.gov/fund/grant/apply/appforms/appforms.html>.

Page 2-Instructions for Submitting the Recipient’s Funding Certification and Agreement and Application Form

* Please do not attach any narratives, supporting files, or application components to the SF-424.

# Important fields on the SF-424 Form:

* + Field 8a: Should be the recipient name as shown on the Certificate and Agreement.
  + Field 17a: The start date is the day that you submit the documents.

b. The end date is one year from the start date.

* + Field 18: Estimated Funding:

a: The Federal Request for funding is the amount you are requesting funding for your unmet need.

* + Field 19: The application is not subject to Executive Order 12372

# Part II: Attachments

Other Attachments Form—attach the completed **Recipient’s Funding Certification and Agreement and Program Profile** to this form.

**The Recipient’s Funding Certification and Agreement and Program Profile** must be signed by the institution’s authorized representative. Typically, that person is the institution’s president, chancellor, or CEO. The signature must be a wet or digital/electronic signature.

All attachments must be in PDF or Word format only. Other type of files will not be accepted. Additional information is included on the Grants.gov Submission Procedures and Tips for Applicants.

Grants.gov Submission Procedures and Tips for Applicants are provided on the Grants.gov application package instructions.

Questions relating to application information should be directed to [HEERF@ed.gov](mailto:HEERF@ed.gov).

Questions relating to Grants.gov should be directed to the Grants.gov Help Desk at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).