**NEWS AND UPDATES** 



This e-newsletter provides updates, information, and resources to assist DOJ award applicants, recipients and other stakeholders in using JustGrants, DOJ's grants management system, and ASAP, the U.S. Department of the Treasury's payment management system.

## APPLYING FOR DOJ FUNDING TIP SERIES

## Completing an Application in JustGrants

The training and resources available on the <u>JustGrants Training: Application Submission</u> page will help you get ready to complete your application in JustGrants. Access the <u>DOJ Application</u> <u>Submission Checklist</u>, <u>Application Submission Job Aid Reference Guide</u>, and a new <u>Application</u> <u>Mechanics eLearning video</u> that contains step-by-step instructions on how to complete your application. These resources are available to help you through each step of the application submission process from start to finish.

## New Enhancements to JustGrants

JustGrants is constantly improving its user experience for applicants. This year, JustGrants has included the following functionalities enabling users to —

- add up to three application submitters per application, and
- recall an already-submitted application prior to the deadline.

Applicants are also encouraged to attend an <u>application mechanics training</u>, which is held every Wednesday from 2:30 to 4:00 p.m. ET. These virtual sessions walk users through the application submission process and provide demonstrations of each JustGrants application section. Register to attend a training session <u>here</u>.

Refer to the <u>JustGrants Training: Application Submission</u> page today to find application resources.

## **Refer a Colleague**

Do you know someone who could use this information? Share this email so that they can <u>subscribe</u> to receive JustGrants updates.

You received this email because you are a current or previous grantee or applicant of one or more of the Department of Justice grant making components. Share <u>this link</u> with your colleagues and encourage them to sign up to receive future updates from Justice Grants.

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