

# **My Grants List Screen**

#### LOGIN

To access the "My Grants List" screen in the New Experience of GrantSolutions, perform the following steps:

1. From a browser such as Internet Explorer or Google Chrome, navigate to www.grantsolutions.gov and click the Login button.



Figure 1: GrantSolutions Home page with Login button

- 2. The "GrantSolutions Login" screen appears. Log in with your GrantSolutions username and password, PIV card, or Login.gov account if applicable.
- 3. The "My Grants List" screen appears.



Figure 2: My Grants List screen



Note: Certain Non-Discretionary only users (grants that are not visible in the Classic View) will not see options for Opportunities and Applications.

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My Grants List		
Show Closed Grants		=   ⊕ -
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The screen for users with Discretionary (grants visible in the Classic View) and Non-Discretionary grants will remain as-is.



#### **GRANT PROJECT CARD**

Grant Project cards appear on the "My Grants List" screen, each representing an individual Grant Project. Grant Project information appears on each card and includes the *Grant Number*, *FAIN*, *Grant Project Status*, *Project Title*, and *Grant Program*.



Figure 3: Grant Project card

## Grant Project Status

The *Grant Project Status* may appear as *Active*, *Active-Restricted*, or *Closed*, depending on the Grant Project.

## Active

Active appears for a Grant Project if the Project Period is started and the Closeout process is not complete.



Figure 4: Grant Project card with Active status

## Active-Restricted

*Active-Restricted* appears for a Grant Project if the Project Period is started, restricted funding is applied, and the Closeout process is not complete.





Figure 5: Grant Project card with Active-Restricted status

## Access Funding Restrictions

To access funding restrictions for Grant Projects with the Active-Restricted status:

1. Click the Information icon to the right of the status.



Figure 6: Grant Project card with Information icon

2. A "Restrictions have been placed on the funds allocated to this grant project" message appears. Click the **See full details** button for additional information.



Figure 7: Grant Project card with See full details button



3. Users are routed to the "Track Funding Restrictions" screen in the GrantSolutions GMM.

FUNDING RESTR	RICTIONS				
Organization:					
Project Title:	A COLUMN TWO IS NOT THE OWNER.				
DUNS:			CCR EIN:		
Grant Number:		14	Approved Amount: \$0.00		
Amendment Number: 1			Funds Restricted:		
Budget Period Number: 1			Project Period: 02/01/2018 - 02/01/2019		
FAIN: Budget Period: 02/01/2018			Budget Period: 02/01/2018 - 01/3	1/2019	
Application Number: App			pplication Type: Post Award Amendment		
Workflow Status: Completed			Last Updated By/Date: foo   10/26/2018		
RESTRICTIONS L	IST				
Include In List:					
		Submitted	Late Submitted		
Pending	Late n	0	0		

Figure 8: GrantSolutions GMM Track Funding Restrictions screen

## Closed

*Closed* appears for a Grant Project if the Project Period is complete and the Closeout process is complete.

Note: Grant Projects in the *Closed* status only appear if the Show Closed Grants slider is active (see Show Closed Grants Slider section).



Figure 9: Grant Project card with Closed status



#### MY GRANTS LIST HERO

The *My Grants List Hero* appears below the *Global Navigation* bar. The *My Grants List Hero* offers additional accessibility and sorting options for Grant Projects.

My Grants List		
Show Closed Grants	≣	
All Grants (29)		
Figure 10: My Grants List Hero		

#### Show Closed Grants Slider

Click the **Show Closed Grants** slider to display *Closed* Grant Projects only. The *All Grants* indicator disappears.



Figure 11: Show Closed Grants slider with Closed Grant Projects



Recipient Vew:Grants List & Details Grants List

Click the **Show Closed Grants** slider again to display *Active* and *Active-Restricted* Grant Projects. The *All Grants* indicator reappears with the number of Grant Projects displayed.



Figure 12: Show Closed Grants slider with Active Grant Projects and All Grants indicator