Applying for a DNR Grant—Updated Fall 2021

Amplifund Introduction

The State of Illinois adopted Amplifund as the statewide online grant management system in 2021. This system is used to apply for grants, complete grant reporting, and request payments. It allows grantee organizations to manage their State of Illinois grants in one place.

The Amplifund Grant Management System uses a single log-in that is also used in the Grantee Portal. It pulls data from the <u>Grantee Portal</u> and the statewide <u>Catalog of State Financial Assistance</u> (CSFA) to reduce the need for duplicate data entry.

How to Find a Grant Application Link

IDNR generally provides application links on the webpage for each of our grant programs. They can also be found on the <u>Catalog of State Financial Assistance</u> (CSFA). The entries in this catalog include Notice of Funding Opportunities.

The grant application link is included in each Funding Opportunity entry. Follow the instructions and copy the link address into a browser.

CSFA Home / Funding Opportur	nities / <u>Program</u> / Opportunity	
Awarding Agency Name	Natural Resources	
Agency Contact	Susan Duke (DNR.Grants@Illinois.gov)	
Announcement Type	Initial	
Type of Assistance Instrument	Grant	
Agency Opportunity Number	HP CLG 2022	
Agency Funding Program	Certified Local Government Grants Program	
CSFA_Number	422-50-1655	
CSFA Popular Name	Certified Local Governments	
Anticipated Number of Awards	0	
Estimated Total Program Funding	140340.00	
Single Award Range	\$0 - \$140340	
Source of Funding	Federal	
Cost Sharing or Matching Requirements	Yes	
Indirect Costs Allowed	Yes	
Restrictions on Indirect Costs	Yes	
Posted Date	10/01/2021	
Application Date Range	10/01/2021 - 11/15/2021 : 5pm	
Grant Application Link	Please copy the entire address below and paste it into the browser : https://il.amplifund.com/Public/Opportunities/Details/f5120812-7b8b-4765- bed8-b44784695ee5	
Technical Assistance Session		
Attachments	<u>Opportunity.pdf</u>	

The resulting page will look similar to this:



Log In



Before you can apply, you need a single log-in that is attached to your organization's account in the Grantee Portal. Follow the instructions below to create an account.

Creating a New GATA Account and Associating it with an Existing Grantee

Steps

- 1) Go to https://grants.illinois.gov/portal/
- 2) Click "Create Account"
- 3) Fill in your information and click "Register"



Accounts > Create a new Account

Create a new Account

Registration

Your Username can include letters, numbers, and periods (may not start or end with a period); and must be between 6 and 20 characters long.

Examples: John.Smith JSm1th

First Name:	
Last Name:	
Email Address:	
Confirm Email Address:	
C. II Pl	
Cell Phone: (Optional)	
Example: 999-999-9999	
Cell Carrier:	
- Not Supplied -	
Choose your Username:	
Password:	
Password Rules	
Confirm Password:	
Register Cancel	

4) Go to your inbox. You should get an email that looks like this. Click on the link.



5) You will get the following screen. Click Continue.



Accounts ▶ Account Validation

Account Validation

You have successfully created an Illinois Public Account.

Your Username is: DNR.GATA

Your password is the one that you specified during creation.

The email address Dnr.GATA@Illinois.gov that you provided can be used for resetting your password if you forget it.

Continue

6) You will get the following screen. You can close it.



Accounts

Accounts

- · Create a new Account
- Reset your password
- · Recover your Username
- Manage your Account
- Help
- 7) Go back to https://grants.illinois.gov/portal/
- 8) Click "Sign In Here"
- 9) You should get a "Sign in with your Public account" screen. Enter your user name and your password



10) You will get a Disclaimer. Click "Accept"

Illinois Grant Accountability and Transparency Act Grantee Portal Disclaimer

USAGE TERMS AND CONDITIONS

*** UNAUTHORIZED ACCESS IS PROHIBITED ***

Further access to this system is strictly limited to users authorized by the State of Illinois conducting official State business. Users of this system shall have no expectation of privacy. By accessing this system the user consents to monitoring and recording, which may be disclosed for administrative, disciplinary, civil, or criminal actions, penalties, or prosecution. Neither the State of Illinois nor any of its employees shall be liable for any damages arising in any way out of the use of this system or any information contained herein.

Decline	Accept
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11) Enter your organization's DUNS and push "Submit"

Illinois Grant Accountability and Transparency Act Grantee Portal - Associate Grantee
You are accessing the GATA Grantee Portal with the Illinois.gov Public account: DNR.GATA (Dnr.GATA@Illinois.gov)
To associate your account with a grantee record in the Illinois Grant Accountability and Transparency (GATA) system, please enter the 9 digit Dun & Bradstreet DUNS number of your organization and press the 'Submit' button.
If you do not know your DUNS number please <u>click here for assistance</u> .
Submit

- 12) You will get a screen that says "Is this your organization?" Click Yes or No
- 13) You may get a screen that lets you know who can approve access for your organization. In this case, you may need to contact one or more representative and ask them to approve your request. Once your request is approved, click the appropriate box and you will be redirected to the grantee portal.

Additional Frequently Asked Questions may be found here: https://www2.illinois.gov/sites/GATA/Grantee/Pages/GranteePortalFAQ.aspx

Starting your Application in Amplifund

Return to the application link in Amplifund and click on the Apply Button.

Log In





You will be prompted to sign in to the Illinois.gov Authentication Portal. Select Public Account and log in with the username and password for your GATA account that you established above.