Our vision is to inspire & support a vibrant, creative community in and around Tioga County.
Non-profit organizations must be prequalified in order to be eligible for grants from New York State. In order to prequalify, non-profits must submit an online application through the Grants Gateway:  [www.grantsreform.ny.gov](http://www.grantsreform.ny.gov)

NYS says Grants Gateway...
- Simplify grants management
- Streamline contract processes and standardize terms and conditions
- Facilitate more timely payments to non-profits
- Improve the effectiveness and accelerate performance of local grant programs
- Improve compliance with State and Federal legal and audit requirements

What we’ve found...
- Be prepared well in advance. This process takes time.
- This is not a one-time effort. Grants Gateway must be updated every 6-12 months.
- This website can be difficult to navigate.
Registration

1. Depending on the number of people working on it, the registration process can take several days.

2. Choose TWO Delegated Administrators who will manage your user account(s).

3. Complete the Grants Gateway Registration Form for Administrators.

4. Your Registration form must be signed, notarized + mailed.

5. Your organization will receive an email from Grants Gateway with an assigned user name + password within a few days.
**NYS Master Contract for Grants**

A Master Contract for Grants has been released to significantly reduce time and costs both for New York State and grantees. Standard Statewide Terms and Conditions will eliminate redundant iterations of contract language across state agencies and reduce the complexity grantees face in reviewing contract terms prior to entering into an agreement. The benefits include:

- Streamlines approvals at both the State and grantee levels
- Creates a known quantity; recipients know what to expect
- Reduces discrepancies and inconsistencies

[Download PDF]
Welcome to the Grants Gateway

The Grant Opportunity Portal is online and available to the public, providing a one-stop shop for anyone interested in locating grant funding opportunities with State agencies.

The Grantee Document Vault is also available, allowing existing grantees and potential applicants to store key organizational information in a single secure online location for use by all State agencies. In order to use the Document Vault, a grantee must register as a user on the system and provide information on a Delegated Administrator who will manage their user account. This requires submission of a Registration form and accompanying organizational diagram. Note that your Registration form must be signed, notarized and mailed to Gateway Administrators. Plan accordingly to avoid potential delays in applying for upcoming grant opportunities.

Check back regularly as additional functionality, including online application, contract development and signature, and financial claiming and reporting is on track for release later this year.

For additional information see the Grants Reform Website, www.grantsreform.ny.gov

BROWSE
Looking for a listing of funding opportunities? Use the Browse feature to get started.
Browse Now!

SEARCH
Looking for information about a specific funding opportunity? Use the Search feature to narrow your focus.
Search Now!

NOTIFICATION
Want to be kept informed of upcoming and available funding opportunities? Provide your email address, and identify the types of grants that interest you.
Sign-up Now!
Already Signed-up?
Click here to update preferences.

REGISTRATION
If you are already a vendor with NYS or are interested in becoming a vendor request access here.
Request Access Now!

For a complete listing of all New York State procurement and grant opportunities, please visit the Contract Reporter.

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The Document Vault allows grantees to submit commonly requested documents, such as incorporation papers, one time. Some of the requirements include:

• Substitute Form W-9
• Corporate Bylaws
• Certificate of Incorporation
• BOD profile + Senior Leadership Resumes
• IRS 501(C) Determination Letter
• IRS 990
• Audit/review findings
• CHAR 500
• Answer a series of questions about Organization Integrity, Compliance + Capacity
• Answer a series of questions that describes the types of services your organization offers and the geographic location those services are offered
All NYS non-profits must be in compliance with the New York State Non-Profit Revitalization Act. Organizations that are not compliant risk losing their 501c3 status.

**Before submitting information to Grants Gateway...**

- Review and, if necessary, revise your Non-Profit’s policies + procedures.
- New Required Financial Reporting + Audit Procedures.
- Mandatory Whistleblower Policy.
- Mandatory Conflict of Interest Policy.
- Code of Ethics Certificate.
- Procurement Policy.
Choose administrators who will be with your organization for a while.

Pay attention to email reminders + stay on top of maintenance.

Passwords need to be changed every 90 days.

For documents that do not change (ie. incorporation papers), set the date out.

Communicate with your reviewer. If you don’t have a document, let NYS know that your organization is still active by letting them know documents are coming.

Remember to hit the ‘submit vault for review’ button.

Keep a checklist.

Ask questions.