

Digital Equity Competitive Grant

COMING SOON



Tips for Applying

Background:

The National Telecommunications and Information Administration (NTIA) will soon announce the launch of the Notice of Funding Opportunity (NOFO) for the [Digital Equity Competitive Grant Program](#). Applicants should take steps now to get ready.

What can potential applicants do right now?

Who will be eligible for funding?

Eligible entities include: (1) A political subdivision, agency, or instrumentality of a State, including an agency of a State, including an agency of a State that is responsible for administering or supervising adult education and literacy activities, or for providing public housing, in the State; (2) An Indian Tribe, an Alaska Native entity, or a Native Hawaiian organization; (3) A foundation, corporation, institution, or association that is a not-for-profit entity and not a school; (4) A community anchor institution; (5) A local educational agency; (6) An entity that carries out a workforce development program; or (7) A partnership between any of the entities described in paragraphs (1) through (6). 47 U.S.C. §1724(b). For additional details, check out [47 USC 1724: Digital Equity Competitive Grant Program \(house.gov\)](#).

Set Up Your Accounts

You **MUST** have an active [SAM.gov](#) and UEI to **register to access** the NTIA Grants Portal (NGP) to apply. **These items can take weeks or months to set up**, so get started as soon as possible.

- Create or verify an **Active [SAM.gov](#) Registration** and Unique Entity Identifier (UEI) number.
- **Register for Access to Application Portal.** You will NOT be able to access the application portal without this.
- **Decide early who needs access.** Make sure members of your grant team have the right level of access.
- Make sure usernames and passwords for all relevant accounts (e.g., [SAM.gov](#), NGP, etc.) are accessible and current to avoid last-minute issues.

Get Organized

In order to have time to prepare, review, and submit your application ahead of the due date, you need to get organized and plan ahead.

- **Prepare early:** Make sure your team is in place and ready to get started on your application as soon as the NOFO is announced.
- **Submit early:** Aim to submit the application ahead of the due date to avoid last-minute technical issues and to demonstrate professionalism and preparedness. Plan ahead! DO NOT wait hours before the application deadline to submit your applications.
- Late applications will not be accepted.
- Things to do now: Get to know the federal forms needed to apply: [SF-424](#), [SF-LLL](#), [CD-511](#).

Build Partnerships

Partnerships can enhance an application by providing diverse expertise, increasing credibility, and extending a project's reach.

- **Leverage Expertise for Covered Populations:** Leveraging the expertise of those partners with a proven track record of serving Covered Populations can help strengthen the project's ability to effectively reach and serve those groups.
- **Collaborate on Proposal Development:** Work together with partners to develop a strong, cohesive proposal. Leverage each partner's strengths in drafting sections, gathering data, and providing insights.