

U. S. Department of Labor  
Employment and Training Administration  
National Farmworker Jobs Program  
**Grants.Gov Submission Instructions**

Applicants must submit the application package through [Grants.gov](https://www.grants.gov). Applicants who need to register with [Grants.gov](https://www.grants.gov) may do so through the [Applicant Registration webpage](#). Registration is a one-time process and applicants with a current Grants.gov account do not need to register again.

To submit the required application package, applicants must:

- Select the SEARCH GRANTS tab on the [Grants.gov](https://www.grants.gov) homepage.
- Under the section, BASIC SEARCH CRITERIA, applicants enter the Funding Opportunity Number for the applicable grant type for which they are applying:
  - Career Services and Training Allotments: TEG-ETA-PY26-AC
  - Housing Services Allotments: TEG-ETA-PY26-MH
  - Youth Services Grants: TEG-ETA-PY26-MY
- Select the link to the applicable Opportunity Number provided in the search results.
- Select the PACKAGE tab.
- Under the ACTIONS column, select APPLY.

This submission process may, at times, be complicated and time-consuming. As such, the Department strongly encourages applicants to initiate the process as soon as possible to allow time to resolve unanticipated technical problems.

Applicants are required to supply a Unique Entity Identifier (UEI) on the SF-424. If your entity is registered with the System for Award Management (SAM) [SAM.gov](https://www.sam.gov), your UEI has already been assigned and is viewable under your entity record. Organizations not registered with [SAM.gov](https://www.sam.gov) can obtain more information about a UEI at <https://www.sam.gov>. Before submitting, applicants must also ensure their registration with [SAM.gov](https://www.sam.gov). Applicants may find instructions for registering with SAM at <https://www.sam.gov>. An awardee must maintain an active SAM registration with current information at all times during which it has an active Federal award or an application under consideration. To remain registered in the SAM database after the initial registration, entities must review and update the registration at least every 12 months from the date of initial registration. Failure to register with SAM and maintain an active account will result in [Grants.gov](https://www.grants.gov) rejecting the application submission.

For technical issues encountered during application submission, applicants may call 800-518-4726 or 606-545-5035 to speak to a Customer Support Representative or [emailsupport@grants.gov](mailto:emailsupport@grants.gov). The Contact Center is open 24 hours a day, seven days a week, but closes on federal holidays.

An electronically submitted SF-424 through [Grants.gov](https://www.grants.gov) constitutes the official, signed document and must reflect the total amount requested in item #18, Estimated Funding. Item #11 must include the Catalog of Federal Domestic Assistance Number, 17.264.