

CARES ACT Higher Education Emergency Relief Fund- IHEs (CFDA: 84:425E)
Application must be submitted electronically using GRANTS.gov
<https://www.Grants.gov>
Funding Opportunity Number: ED-GRANTS-041020-002
Closing Date: September 30, 2020

**Instructions for Submitting the Recipient's Funding Certification and Agreement
and Application Forms**

A Guide for how to apply for funding in GRANTS.gov can be located at
<https://www2.ed.gov/about/offices/list/ope/caresact.html>

In order to apply for funding, an institution must have an account with Grants.gov.

If you **do not** have a Grants.gov account, you may create an account at the following link: <https://www.grants.gov/web/grants/applicants/registration.html>. Please contact the Grants.gov Help Desk at 1-800-518-4726 or support@grants.gov if you have any questions regarding registration. After you create a Grants.gov account, you can access Grants.gov and follow the guidance below for submitting documents.

If you **do** have a Grants.gov account, you can access Grants.gov and follow the guidance below for submitting documents.

The process for applying for funding requires:

1. Downloading and completing offline the [Recipient's Funding Certification and Agreement](#) provided in the Grants.gov application package or from <https://www2.ed.gov/about/offices/list/ope/caresact.html>
2. Completing the Application for Federal Assistance (SF-424).
3. Completing the Department of Education Supplemental Information Form for the SF-424.

Part I: SF-424 Form

Application for Federal Assistance (SF-424)

Department of Education Supplemental Information for the SF-424

- Instructions on how to complete the SF-424 and Department of Education Supplemental Information for the SF-424 can be found at this link: <https://www2.ed.gov/fund/grant/apply/appforms/appforms.html>.
- Please do not attach any narratives, supporting files, or application components to the SF-424.

Page 2-Instructions for Submitting the Recipient's Funding Certification and Agreement and Application Form

Part II: Attachments

Other Attachments Form—attach the completed **Recipient's Funding Certification and Agreement** to this form.

All attachments must be in PDF or Word format only. Other type of files will not be accepted. Additional information is included on the [Grants.gov Submission Procedures and Tips for Applicants](#).

[Grants.gov Submission Procedures and Tips for Applicants](#) are provided on the Grants.gov application package instructions.

Questions relating to the Higher Education Emergency Relief Fund- IHEs should be directed to HEERF@ed.gov.

Questions relating to Grants.gov should be directed to the Grants.gov Help Desk at 1-800-518-4726 or support@grants.gov.