

# Grant Management System Help Documents

<http://goccp.maryland.gov/grants/gms-help-documents/>

If you need additional technical assistance during business hours, please contact the Governor's Office of Crime Control and Prevention IT Staff by email at [support@goccp.freshdesk.com](mailto:support@goccp.freshdesk.com).

## Documents

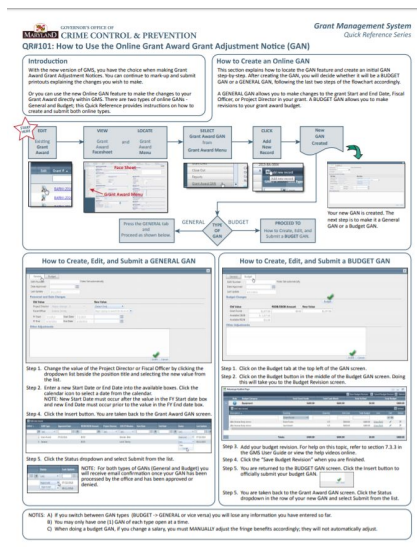
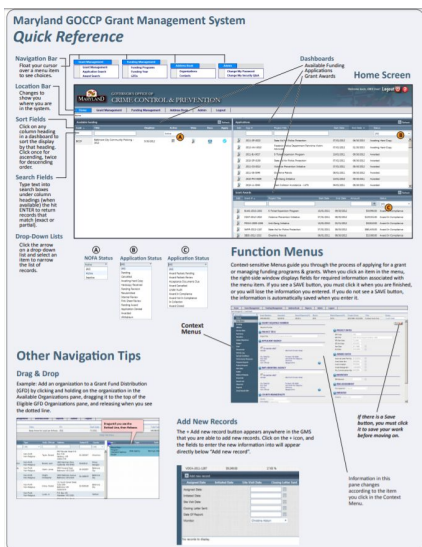
These pdf files may be printed for offline reference.

## Quick reference sheets

- [Grant Management System quick reference](#)
- [NOFA Application Instructions](#)
- [How to submit an online Grant Adjustment Notice \(GAN\)](#) (aka grant modification)
- [How to use the dynamic homepage and dashboards](#)
- [How to attach documents to a grant application or grant award](#)
- [How to attach documents to an organization record](#)

## User manual

- [Grant Management System Complete External User Manual](#) (version 4.9, December 2015)



# Grant Management System Help Videos

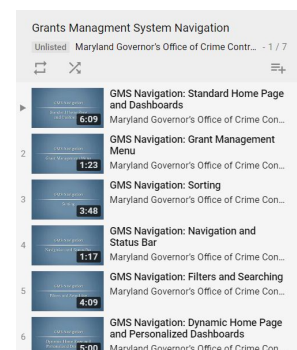
<http://goccp.maryland.gov/grants/gms-help-videos/>

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This series of videos available on YouTube will guide you through every step of the grants process using the Grant Management System.

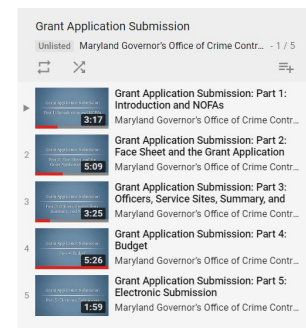
## Grant Management System Navigation

1. [Standard Home Page and Dashboards](#)
2. [Grant Management Menu](#)
3. [Sorting](#)
4. [Navigation and Status Bar](#)
5. [Filters and Searching](#)
6. [Dynamic Home Page and Personalized Dashboards](#)
7. [Uploading Documents](#)



## Grant Application Submission

1. [Introduction and Notices of Funding Availability \(NOFAs\)](#)
2. [Face Sheet and the Grant Application Screen](#)
3. [Officers, Service Sites, Summary, and Narrative](#)
4. [Budget](#)
5. [Electronic Submission](#)



## Grant Award Reporting

1. [Introduction and Overview](#)
2. [Performance Measures](#)
3. [Progress Reports](#)
4. [Financial Reports](#)



## Online Grant Adjustments (aka grant modifications)

1. [General Adjustments](#) (start and end dates, officers, etc.)
2. [Budget Adjustments](#)



