

# Grants Management System (GMS) Training

## **Applying for Consolidated Planning funding**

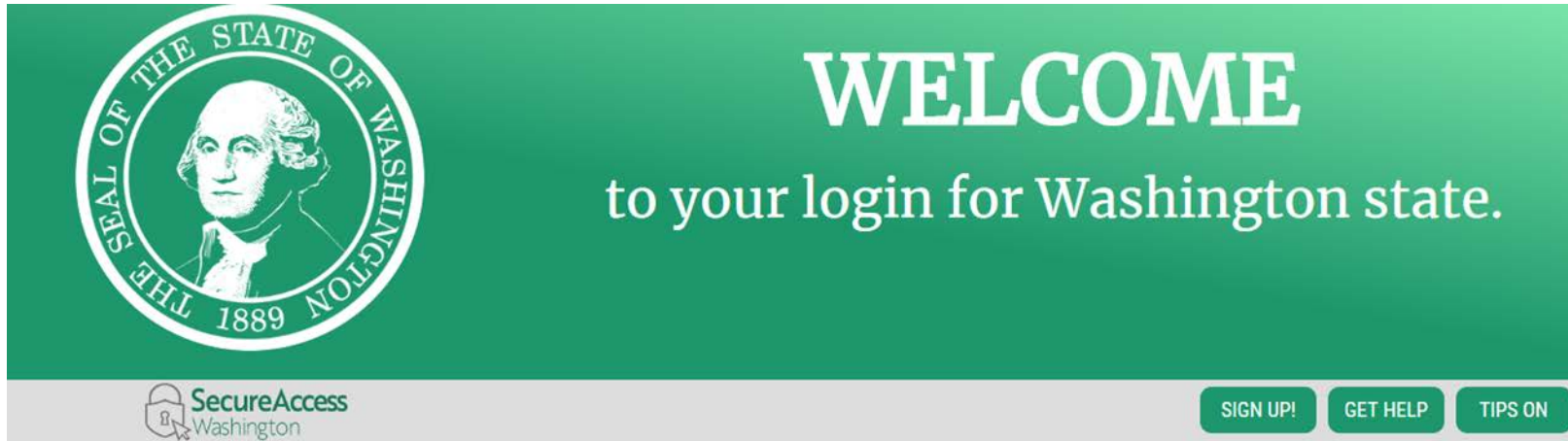
TRAINERS – add your names and agency/agencies here  
Add date here

The purpose of this training is to:

- Provide you with information about the Grants Management System
- Show how the system works for applying for a Consolidated Planning Grant



# Logging into GMS



Sign into SAW



**LOGIN**

USERNAME

PASSWORD

**SUBMIT**

[Forgot your username?](#) | [Forgot your password?](#)



# Landing Page



Once logged in through Secure Access Washington, you will land at the Grants Management System Main Page

The screenshot displays the user interface of the Washington State Department of Transportation's Grants Management System. At the top, the WSDOT logo and name are prominently displayed. Below this, a navigation sidebar on the left lists various system components: Dashboard, Work Assignment (highlighted), Calendar, Alerts, My Site Visits, Funding Opportunities, Applications, and Grants. The main content area is titled 'Work Assignment' and includes a sub-header 'All currently assigned work'. It features a top navigation bar with links for 'Work Assignment' and 'Calendar', and a secondary bar with 'Back', 'Print', 'Online Help', and 'Log Out' options. The primary section is 'Approaching Deadlines - Next 30 Days', which explains that it shows documents due in the next 30 days. Below this is a table with columns for Due Date, Document, ID, Status, Title, Program Area, and Funding Opportunity. A message indicates 'No data available in table'. The second section is 'Recent Negotiations - Due Within 30 Days', which explains that it shows documents negotiated in the last 30 days. A table header is visible at the bottom of this section.

**Washington State Department of Transportation**

Testing Tester  
Tester  
Tester Role

**Work Assignment**  
All currently assigned work

Work Assignment Calendar

Dashboard >

Work Assignment >

Calendar >

Alerts >

My Site Visits >

Funding Opportunities >

Applications >

Grants >

Back Print Online Help Log Out

**Approaching Deadlines - Next 30 Days**

This section displays the documents with due dates arriving in the next 30 days.

Due Date	Document	ID	Status	Title	Program Area	Funding Op
No data available in table						

**Recent Negotiations - Due Within 30 Days**

This section displays the documents that you negotiated in the last 30 days.

Due Date	Document	Sub	ID	Status	Title	Organization	Program Area	Fund
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# Creating an application



From the menu, click on **Funding Opportunities**:

Testing Tester  
Tester  
Tester Role

Dashboard

Funding Opportunities

Applications

Grants

My Profile

### Currently Posted Funding Opportunities

All currently posted opportunities appear below. The Application Deadline indicates the due date for the application submission. You will be unable to submit your application after this date.

Search:

ID	Status	Agency	Program Area	Title	Posted Date	Final-Application Due Date
2	Test	Washington State Department of Transportation	Consolidated Grant Program	Consolidated Grant Program - Operating - FY21	May 13, 2020 9:29 AM	Dec 31, 2020 5:00 PM
331	Test	Washington State Department of Transportation	Consolidated Grant Program	Consolidated Grant Program - Mobility Management - FY21	May 12, 2020 1:08 PM	Dec 31, 2020 5:00 PM
304	Test	Washington State Department of Transportation	Consolidated Grant Program	Consolidated Grant Program - Capital - FY21	May 12, 2020 1:07 PM	Dec 31, 2020 5:00 PM
332	Test	Washington State Department of Transportation	Consolidated Grant Program	Consolidated Grant Program - Planning - FY21	May 12, 2020 1:08 PM	Dec 31, 2020 5:00 PM
1	Test	Washington State Department of Transportation	Regional Mobility Grant	Regional Mobility Grant - FY21	May 13, 2020 9:24 AM	Sep 11, 2020 5:00 PM

# Application instructions



In the **Funding Opportunity** section, you will find a link to instructions for the grant application.

## Attachments

### Attachments

Description	File Name	Type	Size	Upload Date
2019-21 Consolidated Application Instructions	<a href="#">2019-21 Consolidated Application Instructions.pdf</a>	pdf	532 KB	01/29/2020 12:12 PM

## Website Links

### Website links

Link	Description
<a href="https://www.wsdot.wa.gov/transit/grants/consolidated/home">https://www.wsdot.wa.gov/transit/grants/consolidated/home</a>	Application instructions



# Creating an application (continued)

Click on **Start New Application**:



The screenshot shows the WSDOT application portal interface. On the left is a sidebar with the user profile 'Testing Tester' (Tester Role) and navigation links for Dashboard, Funding Opportunities (highlighted), Applications, Grants, and My Profile. The main content area has a header with filters for ID, Application Title, Organization, and Status. Below the header are three buttons: 'Ask a Question', 'Copy Existing Application', and 'Start New Application' (highlighted with a red arrow). The main content displays details for '332 - Consolidated Grant Program - Planning - FY21', including the funding opportunity details, program name, final application deadline, and contact information for the program officer.

ID	Application Title	Organization	Status
332	Consolidated Grant Program - Planning - FY21		

**Funding Opportunity Details**

**332 - Consolidated Grant Program - Planning - FY21**

**Funding Opportunity Details**

**Consolidated Grant Program**

**Final Application Deadline: Dec 31, 2020 5:00 PM**


Status:	Test	Program Officer:	Debbie Ruggles
Posted Date:	May 12, 2020 1:08 PM	Phone:	(360) 561-2423 x
Award Amount	Not Applicable	Email:	ruggled@wsdot.wa.gov
Range:			
Project Dates:	-		
Award	03/01/2021		
Announcement Date:			


# General information page: step 1



The first page you will see in every application is the **General Information** screen.

Complete step 1:

1. Enter **Application Title**
2. Select **Primary Contact** (the person from your organization responsible for this application)
3. Click → 

**Application - General Information** 

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application. Select the organization, if you belong to more than one, for which you will be submitting this application.

**Application Title\*:**

**Primary Contact\*:**

**Organization\*:**

**Additional Applicants\*:**




# General information page: step 2



Choose your organization from the drop-down menu in step 2, then click →

 Save Form Information

 **Application Creation Wizard - Step: 2**

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### Application - General Information Save Form Information

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application.  
Select the organization, if you belong to more than one, for which you will be submitting this application.

**Application ID\*:** 467

**Program Area\*:** Consolidated Grant Program


**Funding Opportunity\*:** 332-Consolidated Grant Program - Planning - FY21

**Application Stage\*:** Final Application

**Application Status\*:** Editing

**Application Title\*:**

**Primary Contact\*:** Testing Tester


**Organization\*:**  

**Additional Applicants\*:**


# General information page: step 3



If you would like to include **Additional Applicants** from your organization, add them in step 3 and click → 

 **Application Creation Wizard - Step: 3**

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**Application - General Information** 

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application. Select the organization, if you belong to more than one, for which you will be submitting this application.

**Application ID\*:** 467

**Program Area\*:** Consolidated Grant Program

**Funding Opportunity\*:** 332-Consolidated Grant Program - Planning - FY21

**Application Stage\*:** Final Application


**Application Status\*:** Editing

**Application Title\*:**

**Primary Contact\*:** Testing Tester

**Organization\*:** BaseLine Organization

Select any additional contacts within your organization that will also manage this grant.

**Additional Applicants:** 

# Saving and finding an application



Testing Tester  
Tester  
Tester Role

Dashboard

Funding Opportunities

Applications

Grants

My Profile

Current Applications

The applications below are associated with recent Funding Opportunities and are in Editing, Submitted, or Correcting statuses. To view older applications, click on the Archived Applications link.

Search:

ID	Status	Stage	Title	Organization	Program Area	Funding Opportunity	Due Date
467	Editing	Final Application	Consolidated Planning, TR - 6/29/2020	BaseLine Organization	CGP-Consolidated Grant Program	332-Consolidated Grant Program - Planning - FY21 (Test)	Dec 31, 2020 5:00 PM
466	Editing	Final Application	WSDOT TEST	Washington State Department of Transportation -Test User Organization	RMG-Regional Mobility Grant	1-Regional Mobility Grant 2021-2023 (Posted)	Sep 11, 2020 5:00 PM

# Completing an application



Once you complete the **General Information** section, you will be returned to **Application Details**:

The screenshot shows the 'Application Details' page in the WSDOT system. On the left is a sidebar with navigation links: 'Dashboard', 'Funding Opportunities', 'Applications' (highlighted in blue), 'Grants', and 'My Profile'. The top of the main content area has tabs for 'Application Preview', 'Attachment', 'Alert History', and 'Map'. Below these tabs, the 'Application Details' section is displayed. A pink header bar at the top of this section contains the text 'Application cannot be Submitted Currently' and a bullet point stating 'Application components are not complete'. Below this header is a table with three columns: 'Component', 'Complete?', and 'Last Edited'. The table lists various application components, with 'General Information' marked as complete with a green checkmark. The other components are marked as incomplete with a hyphen.

Component	Complete?	Last Edited
General Information	✓	Jun 29, 2020 1:41 PM - Testing Tester
1-Organization Contact Information	-	-
2-Summary of Project Information	-	-
3-Scope of Work	-	-
4-Budget	-	-
5-Milestones	-	-
6-Attachments	-	-
7-Supplemental Information	-	-
8-Certification	-	-

**Note:** A pink header on the **Applications Details** page will indicate that you are required to mark all forms complete or the application cannot be submitted.

# Application details



The system will display a list of all application forms you must complete in order to apply for funding. Click on the next form listed beneath the **General Information** section you just completed.

[Application Preview](#) [Attachment](#) [Alert History](#) [Map](#)

**Application Details**

[Preview Application](#) [Ask a Question](#) [Withdraw](#)

**Application cannot be Submitted Currently**


- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Jun 29, 2020 1:41 PM - Testing Tester
1-Organization Contact Information	-	
2-Summary of Project Information	-	
3-Scope of Work	-	
4-Budget	-	
5-Milestones	-	
6-Attachments	-	
7-Supplemental Information	-	
8-Certification	-	

# Navigating in GMS



Most forms can be edited by clicking **EDIT** at the top of the form. However, multi-list sections are editable by clicking **ADD** on the section. If you are completing a multi-list section, you can create as many rows as necessary to complete the section. If you want to delete a row, click on the row and select **DELETE**.

If necessary, you may complete part of an application and return to it later in order to finish it. However, you must complete all required fields in the open section before you are able to save it. All information must be saved by clicking → 

**Note:** If you log out of the system at any point, **DO NOT** click on **Start A New Application** once you log back in. Instead, click on **Applications** or **Funding Opportunities** from the menu and you will see your application in the top section.



# Organization Contact Information



Complete the **Organization Contact** form. Click **Save Form**, then click →

✓ Mark as Complete

Testing Tester  
Tester  
Tester Role

Dashboard

Funding Opportunities

Applications

Grants

My Profile

Organization Contact Information

Organization Director

Name\*

First Name

Last Name

Title

Email Address

Applicant Contact

Name\*

First Name

Last Name

Title

Email Address

Project Contact

Name\*

First Name

Last Name

Title

Email Address

Save Form

# Summary of Project Information



Complete Summary of Project Information. Then click →

 Save Form

## Summary of Project Information

 Save Form

The maximum grant award funding for a planning project is \$50,000.

Planning projects consist of planning, coordination, or other activities to address the needs of the applicant and/or the community they serve. Due to the current focus on the implementation and delivery of public transportation projects, WSDOT will award grants for planning activities based on the availability of funds.

Examples of eligible planning projects include, but are not limited to:

- Local or regional marketing planning for special needs or rural public transportation.
- Development of a local or regional coordination plan.
- Agency financial and operating planning.
- Comprehensive transportation planning.

Checking yes to federal funds means that your organization is willing and able to comply with the associated federal requirements. For full list see the Consolidated Grants Program Guidebook.

**Willing to Accept FTA funds for the biennium?\***

Yes

No

Identify the areas this project will serve:

[Click Here](#) for the Legislative District map.

**Legislative District(s)\*:**

17 - Portion of Clark County

18 - Parts of Clark and Cowlitz counties

19 - Pacific, Wahkiakum, and parts of Grays Harbor and Cowlitz counties

20 - Lewis County and parts of Thurston County, including Lacey, Bucoda, Maytown, Rochester, Tenino and Yelm

21 - Edmonds, Mukilteo and portions of Lynnwood and Mountlake Terrace

Select all that apply

**County(ies)\*:**

Wahkiakum

Walla Walla

Whatcom

Whitman

Yakima

Select all that apply

**Duration of Project\*:**



# Summary of Project (cont.)



Continue with completion of Summary of Project Information form. To complete **Dependency on Other Projects**, click → **+ Add Row** and list the dependent projects by project title, in order of priority.

☰ Dependency on Other Projects - Multi-List

✓ Mark as Complete + Add Row

Is this project dependent on any other project submitted by your organization?

If Yes, please list in order of priority the dependent projects by project title.  
If one project is contingent on another project, both project applications should indicate their relationship (and the priority for funding, if applicable).

Project Title
No Data for Table

Last Edited By: Testing Tester - Jun 10, 2020 1:00 PM + Add Row

Then click → **Save Row**. Add as many rows as needed, then click →



☰ Dependency on Other Projects - Multi-List

✓ Mark as Complete + Add Row

Is this project dependent on any other project submitted by your organization?

If Yes, please list in order of priority the dependent projects by project title.  
If one project is contingent on another project, both project applications should indicate their relationship (and the priority for funding, if applicable).

Project Title
Project 1 - testing
Project 2 - testing

# Scope of work



## Complete **Project Description**:

Project Description

Save Form

Regional Transportation Planning Organization/Metropolitan Planning Organization who will be ranking this project?  
Select the regional planning organization ranking this project from the drop-down menu.

RTPO/MPO\*:

Is this project primarily serving a rural area?\*

Yes

No

Is this project primarily serving the Seattle, Tacoma, Everett urbanized area?\*

Yes

No

Briefly and specifically describe what your project proposes to do (who, what, and where).

Proposed scope/description of the work.\*:

750 character(s) left

Why is this project needed, and how does this proposal address the need?  
Describe why you are pursuing the proposed project. Include a description of the transportation problem that needs to be addressed, how the problem was identified, and how the proposed project will address the problem.

Need\*:

1500 character(s) left

Describe coordination efforts with your regional planning organization.  
Include details such as inclusion in regional plans, what prioritized strategies are being addressed, who was involved in defining the problem, other alternatives that were/are being considered for solving the problem, and demonstrations of local/regional support for implementing the proposed project.

Coordination Efforts\*:

# Scope of Work (cont.)



## Continue with completion of **Project Description:**

If the proposed project involves special needs transportation, how does the project advance efficiencies in, accessibility to, or coordination of transportation services provided to persons with special transportation needs?

To be eligible for funding for special needs transportation, [RCW 47.01.450](#) requires that applicants address how their project advances the efficiency, accessibility, and/or coordination of special needs transportation. Describe how your project advances these areas, and how you are going about developing these advancements. Additionally, identify the special needs population to be served by this project.

**Special Needs Transportation:**

2000 character(s) left

How will your organization measure whether the project is successful and improves the efficiency and effectiveness of public transportation?

Identify data sources and monitoring processes. Explain how the project provides more efficient and effective transportation services to the target population(s) within the community. Describe strategies or steps to be taken if the project does not meet its performance targets.

**Efficiency\*:**

1500 character(s) left

Identify if your project connects to, coordinates with, leverages or enhances other modes of transportation in your service area (aviation, intercity bus or rail, park and rides, bicycle/pedestrian)?

Describe how this project supports and interacts with other modes of transportation in the project area. Does this service, equipment, or plan enhance other transportation or social services within your organization or among partners? What efficiencies within the service area will this project realize?

**Other Modes of Transportation\*:**

1500 character(s) left

Identify the project staff for this project. What type of experience do these individuals have with grant management?

Provide the names and experience of the key staff that will be working on this project, including their experience managing projects similar to the proposed project.


**Project Staff\*:**

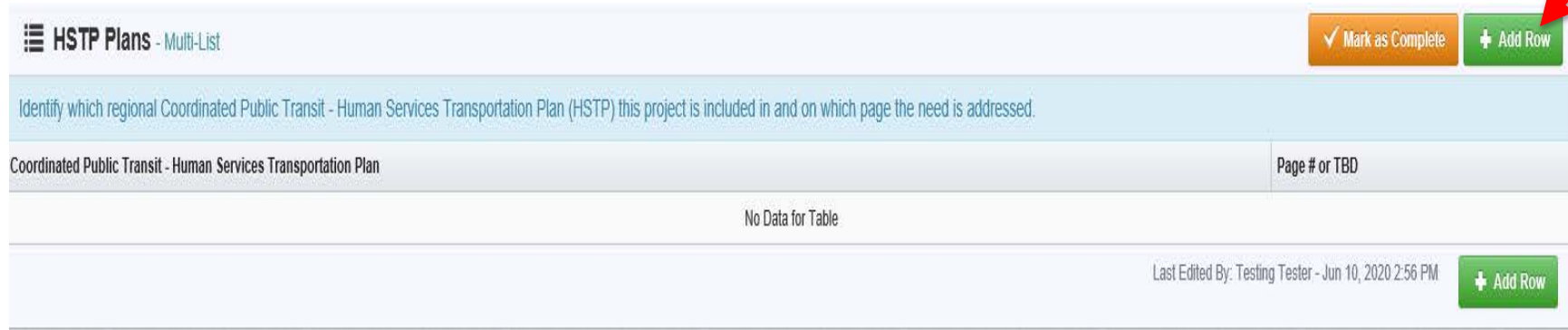
When done with the Project Description, click →

 **Save Form**

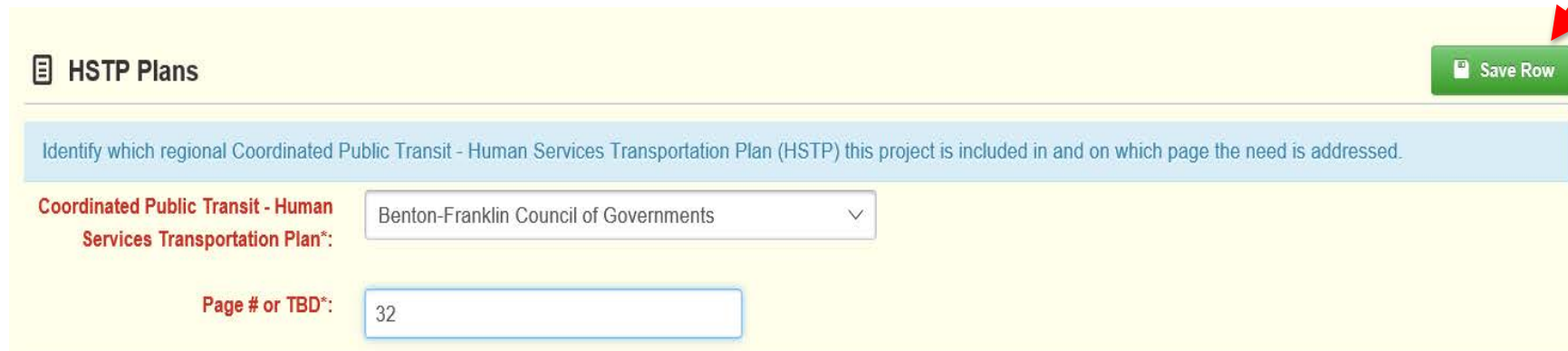
# Scope of work - HSTP



Identify which regional Coordinated Public Transit - Human Services Transportation Plan (HSTP) this project is included in and on which page the need for the project is addressed. Click → 



Once HSTP entry completed, click →



Upon completion, click →







# Budget form



Click **Add Row** to enter budget information for each of the project activities. Identify your Expenses and your sources of Revenue (local match). Populate the table with the requested information.

 4-Budget - Current Version


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 **Expenses - Multi-List** ✓ Mark as Complete + Add Row

Expenses	If Other, Please List	1st fiscal yr. current biennium (Actual)	2nd fiscal yr. current biennium (Budgeted)	Current Biennium (Total of Actual and Budgeted)	Future Biennium 1 (Projected)	Variance Between Biennia	Future Biennium 2 (Projected)	Variance Between Biennia
Labor & Benefits		\$10,000.00	\$11,000.00	\$21,000.00	\$13,000.00	-38.1%	\$15,000.00	15.38%
		\$10,000.00	\$11,000.00	\$21,000.00	\$13,000.00		\$15,000.00	

Last Edited By: Testing Tester - Jun 30, 2020 9:15 AM + Add Row

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 **Revenue - Multi-List** ✓ Mark as Complete + Add Row

Sources of Revenue	If Other, Please List	1st fiscal yr. current biennium (Actual)	2nd fiscal yr. current biennium (Budgeted)	Current Biennium (Total of Actual and Budgeted)	Future Biennium 1 (Projected)	Future Biennium 2 (Projected)
Federal: FTA via WSDOT		\$1,000.00	\$2,000.00	\$3,000.00	\$4,000.00	\$5,000.00
		\$1,000.00	\$2,000.00	\$3,000.00	\$4,000.00	\$5,000.00

The Budget form will auto-calculate the total project expenditures, revenue, and variances.

# Budget form (Misc.)



Click **Edit Form** to complete next sections of the Budget form:

- **Variances** (required if there is more than a 5% change)

☰ Variances

✓ Mark as Complete Edit Form

If there is more than a 5% variance in the category totals between the biennia, please provide detail. For example: If there is more than a 5% change in the cost of your labor you must provide an explanation.

Variance Between Biennia 1: 4.96%  
Variance Between Biennia 2: 7.43%

- **Other Sources** to support the implementation of the project (required):

☰ Other Sources

✓ Mark as Complete Edit Form

- **Comments** to describe how the budget was developed (required)

☰ Comments

✓ Mark as Complete Edit Form

Please describe how the budget was developed.

# Budget form – DBE Goals



Estimate the percentage of the operating project budget that can be used to meet Disadvantaged Business Enterprise (DBE) goal for this project. What efforts will you make to meet this goal?

**DBE Goals - Multi-List**

Mark as Complete Add Row

DBE Goals	Percentage	Efforts	No DBE
Yes	5.0%	See attached Budget form	

If no DBE goals, provide an explanation. Once completed, click →

Save Row

**DBE Goals - Multi-List**

Mark as Complete Add Row

DBE Goals	Percentage	Efforts	No DBE
No	0.0%		No DBE providers in the area.

Upon completion of Budget form, click →

Mark as Complete

# Milestones form



Select dates the milestones for your project will be completed. Click →

 Save Grid

 Milestones - Edit		 Save Grid
OPERATING ACTIVITIES	Date (mm/yy)	
Service Start	<input type="text" value="07/19"/>	
Service Complete	<input type="text" value="06/21"/>	

Upon completion, click →

 Mark as Complete

# Attachments



**Required attachments:** Applications without the necessary attachments will be considered incomplete. Start uploading by clicking on the Named Attachment.

**Attachments** - Named Attachments ✓ Mark as Complete

Applications submitted without the required attachments will be considered incomplete.  
Note: If awarded federal funds, you may be required to submit additional documents. See Consolidated Grants Program Guidebook for more information on state and federal grant management requirements.

Named Attachment	Required	Description	File Name	Type	Size	Upload Date	Delete?
Copy of organization's most recent audit report (required)	✓	FY14-16 Single Audit Report	<a href="#">OkanoganTransit_2014-2016_Audit_2018MAR29.pdf</a>	pdf	383 KB	06/17/2020 04:42 PM	<span>Delete</span>
501(c) IRS Letter of Determination (For new non-profit applicants only)							
WUTC Certification (for new non-profit applicants who are direct service providers)							
Service area map (required)	✓						
Population density map (required)	✓						
Letters committing matching funds							
In-kind match valuation proposal (if in-kind match will be used - not for capital projects)							
Letters of support (combine into one file attachment - optional)							
Letter of concurrence (for projects that operate in multiple planning regions)							

Upon completion, click →

✓ Mark as Complete

# Supplemental information



If needed, use **Supplemental Information** section to elaborate on information not provided in other sections of the application. Please do not use this space to repeat information provided elsewhere.

A screenshot of a web form titled 'Supplemental Information'. The title is on the left with a list icon. On the right is a green 'Save Form' button with a floppy disk icon, pointed to by a red arrow. Below the title bar is a light blue instruction box: 'You may use this space to elaborate on information provided in other sections of the application.. Try to keep your comments brief.' Below this is a large text area labeled 'Supplemental Information:' on the left. The text area is empty except for a cursor. At the bottom of the text area, it says '4000 character(s) left'.

Upon completion, **SAVE FORM**, then click →


✓ **Mark as Complete**




# Certification form



To certify, click →  In **Certification** field, you are required to click **YES**.

 **Certification**



Complete this section by checking the certification box and typing in the name of the certifying authority, their title and the date. This is the equivalent of an electronic signature.

**CERTIFICATION**

I certify, to the best of my knowledge, that the information in this application packet is true and accurate and that this organization has the necessary fiscal, data collection and managerial capabilities to implement and manage the project associated with this application:

**Certification\*:**

**Authorized Person\*:**

First Name Last Name

**Title\*:**

**Date\*:**


Upon completion, click **Save Form** and then click →

 **Mark as Complete**

# Submitting the completed application



Once you are finished with the application and have marked all forms complete, your application is ready to be submitted. You will notice that your application header has turned **green**.



Application Preview Attachment Alert History Map

**Application Details** [Preview Application](#) [Submit Application](#) [Ask a Question](#) [Withdraw](#)

• **Application is in compliance and is ready for Submission!**

Component	Complete?	Last Edited
General Information	✓	Jun 30, 2020 9:11 AM - Testing Tester
1-Organization Contact Information	✓	Jun 30, 2020 10:33 AM - Testing Tester
2-Summary of Project Information	✓	Jun 30, 2020 10:35 AM - Testing Tester
3-Scope of Work	✓	Jun 30, 2020 10:37 AM - Testing Tester
4-Budget	✓	Jun 30, 2020 10:32 AM - Testing Tester
5-Milestones	✓	Jun 30, 2020 10:40 AM - Testing Tester
6-Attachments	✓	Jun 30, 2020 10:44 AM - Testing Tester
7-Supplemental Information	✓	Jun 30, 2020 10:45 AM - Testing Tester
8-Certification	✓	Jun 30, 2020 10:47 AM - Testing Tester

Click the **Submit Application** button →

✓ **Submit Application**

# Submittal confirmation



A pop-up notification will appear informing you that once you click **Submit**, the system will no longer allow you to edit the application.

**Please confirm** X

Please confirm that you wish to submit this document for review. After submission you will not be able to edit this document.

Cancel Submit

If you are ready, click → Submit

# Application submitted



Once you click **Submit**, the system will take you back to your **Current Applications** listing. Your submitted application will now be displayed here.

Testing Tester  
Tester  
Tester Role

Dashboard

Funding Opportunities

Applications

Grants

My Profile

### Current Applications

The applications below are associated with recent Funding Opportunities and are in Editing, Submitted, or Correcting statuses. To view older applications, click on the [Archived Applications](#) link.

Search:

ID	Status	Stage	Title	Organization	Program Area	Funding Opportunity	Due Date
511	Submitted	Final Application	Consolidated Planning, TR - 6/30/2020	Grantee Organization	CGP- Consolidated Grant Program	332-Consolidated Grant Program - Planning - FY21 (Test)	Dec 31, 2020 5:00 PM
512	Editing	Final Application	ConsolidatedCaTest71 - TMS - 6/30/20	BaseLine Organization	CGP- Consolidated Grant Program	304-Consolidated Grant Program - Capital - FY21 (Test)	Dec 31, 2020 5:00 PM

# Printing your application



If you would like to print a copy of your application, click on your application in **Submitted** status, then click **Print** from the top menu and select **Send to Printer**.

A screenshot of the WSDOT web application interface. The left sidebar shows a user profile 'Testing Tester' and a navigation menu with 'Dashboard', 'Funding Opportunities', 'Applications' (highlighted), 'Grants', and 'My Profile'. The main header area is titled 'Submitted Applications' with a subtitle 'List of all current submitted applications'. Below this is a navigation bar with 'Back', 'Print' (indicated by a red arrow), 'Online Help', and 'Log Out'. The main content area shows tabs for 'Application Preview', 'Attachment', 'Alert History', and 'Map'. Below the tabs is a section titled 'Application Details' with a button to 'Ask a Question'. The application details for '513 - Consolidated Planning, TR - 6/30/2020' are displayed in a table format.

<b>513 - Consolidated Planning, TR - 6/30/2020</b>	
<b>Application Details</b>	
<b>Funding Opportunity:</b>	<b>Initial Submit Date:</b>
332-Consolidated Grant Program - Planning - FY21	Jun 30, 2020 10:52 AM
<b>Funding Opportunity Due Date:</b>	<b>Initially Submitted By:</b>
Dec 31, 2020 5:00 PM	Testing Tester
<b>Program Area:</b>	<b>Last Submit Date:</b>
Consolidated Grant Program	
<b>Status:</b>	<b>Last Submitted By:</b>
Submitted	
<b>Stage:</b>	
Final Application	

When finished, click **Log Out**. Your submitted application is now ready for review by WSDOT's evaluation committee!

## **Contact information**

### **GMS-related questions**

[PTDGMSsupport@wsdot.wa.gov](mailto:PTDGMSsupport@wsdot.wa.gov)

### **Grant application questions**

Evan Olsen | [evan.olsen@wsdot.wa.gov](mailto:evan.olsen@wsdot.wa.gov) | 360-705-6929