



E-Grants Registration Form

The NYS Division of Homeland Security and Emergency Services (DHSES) will be accepting grant applications online via the DHSES E-Grants system. If you are not already a registered user, please complete this form and submit it as an email attachment with your signature block to the Division of Homeland Security and Emergency Services (grant.info@dhses.ny.gov). Please note that the signatory contact as well as the primary contact must register in the system. Once you have been registered you will receive a username/password and instructions with the website link via email.

All fields are mandatory

Registration Type*:

[Empty text box for Registration Type]

Applicant Agency/Organization:	County:
Federal Employer Identification Number (EIN):	NYS Vendor ID# (required)**:

First Name:	Last Name:	Title:		
Mailing Address:		City:	State:	Zip:
Phone Number:		Email Address:		
Are you replacing a prior user?	If Yes, please give name:			
Do you currently have grants with DHSES?	If No, what funding opportunity are you interested in applying for:			
If Yes, DHSES #'s of current grants				

I certify that I am authorized by my position/title to request access to the DHSES E-Grants system for the applicant agency/organization and will keep my login information confidential. I understand the agency/organization is solely responsible for all activities undertaken within the DHSES E-Grants system by users associated with the agency/organization.

* Registration Type:

Primary - This should be the primary contact from the agency/organization for all grant-related matters.

Fiscal - This should be someone within the agency/organization that oversees the finances.

Signatory - The signatory must be authorized to sign contracts on behalf of the agency/organization.

Secondary/Alternate - Individuals that will be assisting with administrative work on the grant (i.e. consultants).

** If your organization is not currently doing business with NYS, you will need to submit a Substitute W-9 form to obtain a NYS Vendor ID. The form is available on the Office of the State Comptroller website at http://www.osc.state.ny.us/vendor_management/forms.htm. Submit the W-9 form via email attachment to grant.info@dhses.ny.gov.