Grants Management System (GMS)
Public Access

Search for Funding Applications by Organization

Step 1: Go to the [Grants Management System](https://gms.education.alaska.gov/).
Step 2: On the left hand side of the screen, find the blue navigation bar. Hover over Search for bar to expand to show additional options. Click on Organizations.

Step 3: Type the full or partial name of the organization or school district in the Organization Name field.
Step 4: Click Search. The organization(s) that meet the search criteria will populate below the search fields.
Step 5: Click on the name of the desired organization or school district.

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Search Organizations

<table>
<thead>
<tr>
<th>Organization Name:</th>
<th>Begins With ▼ Juneau</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization Number:</td>
<td></td>
</tr>
<tr>
<td>Attendance Area:</td>
<td>▼</td>
</tr>
</tbody>
</table>

There are 1 matching record(s). Displaying 1 through 1. [Summary]

<table>
<thead>
<tr>
<th>Number</th>
<th>Organization Name</th>
<th>Attendance Area</th>
<th>Organization Type</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Juneau Borough School District</td>
<td>Juneau</td>
<td>Public School District</td>
<td>PT FA RR</td>
</tr>
</tbody>
</table>
Step 6: On the left hand side of the screen, find the blue navigation bar. Hover over Funding for bar to expand to show additional options. Click on Funding Applications.

Step 7: From the first drop down menu choose the desired fiscal year. A fiscal year is July 1 through June 30. Therefore fiscal year 2022 is July 1, 2021 through June 30, 2022.

Step 8: From the second drop down menu select either All Approved Applications or Last Approved Applications. Note: All Approved Application will show all approved versions of the application, and Last Approved Applications will show the most recently approved version of the application. An approved application is revised when changes to the budget occur.

Step 9: Select the desired funding application to view. The Sections page of the chosen application will be loaded.
Reviewing Funding Applications

The Sections page provides financial details. At any point the GO TO box can be selected to go back to the Sections page.

The Allocations area provides the grant award amounts for the fiscal year being viewed. The column headers identify the grant source while the row labels provide a category for the allocation. An Original Allocation is the amount awarded in the current fiscal year. An Incoming Carryover is the balance from a prior fiscal year allocation that was not entirely spent in the initial year of award.

Each application can include multiple grants. Each grant has information on the Sections page. These will correspond with the grant sources on the Allocations page. All underlined items are links to a more detailed page.