Creating a Section 243 Integrated
English Literacy and Civics Education
Program Grant Application in eGrants

Current eGrants users:

2. Select Grant Year 2020-21 on the upper right side of the eGrants page.
3. Select Grant Management.
4. Select Grant Profiles.
5. Select the Pen/Paper icon to the right of Section 243 Integrated English Literacy and Civics Education (061).
6. Select Create Grant Application.
   a. The Grant Application Create Wizard Screen will appear.
   b. Continue to click next after entering the required data on each screen.
   c. Click finish on the last screen.

New eGrants users:

1. All eGrants users must have an Administrative Unit Number (AUN) to access eGrants.
2. Assistance in obtaining an AUN can be obtained by sending an email to ra-able@pa.gov.
3. eGrants will be available to new users once the agency receives an AUN.
5. New eGrants users should follow the instructions in the “Getting Started” document which includes information on the following:
   a. Agency User Administrators;
   b. Creating New Agency Users; and
   c. Adding Roles to Agency User Accounts.
6. Additional resource documents are available on the main eGrants page.
7. Select Grant Year 2020-21 on the upper right side of the eGrants page.
8. Select Grant Management.
9. Select Grant Profiles.
10. Select the Pen/Paper icon to the right of Section 243 Integrated English Literacy and Civics Education (061).
11. Select Create Grant Application.
    a. The Grant Application Create Wizard Screen will appear.
    b. Continue to click next after entering the required data on each screen.
    c. Click finish on the last screen.