

How to Complete General Assurances within the Education Grants Management System (EGMS)

1. Begin on the home page once you have logged in. Click "Organization Profile" from the left navigation panel.

The screenshot shows the EGMS home page. The left navigation panel has 'Organization Profile' circled in red. The main content area features two summary tables:

Task Summary By Phase	
Opportunities	0
Applications	10
Grants	0
Monitoring	7

Task Summary By Due Date	
Late	16
Due within 7 Days	0
Due within 30 Days	0
Due in more than 30 Days	1

3. Click the "Assurances" tab.

The screenshot shows the 'Assurances' tab selected for Brinnon School District. The 'Assurances' tab is circled in red. The page displays the following details:

Subrecipient Organization		
Org Code	Status	EIN
	Active	NULL
		UEI
		sss

Instructions:

1. Add Program of Interest: Go to Contacts in the Overview tab. Click View action for your Contact...view more
2. Complete General Assurances: Go to General...

Details		
Address Line 1	Address Line 2	City
		BRINNON
State	Zip Code	County
Washington	98320	NULL
Phone	Organization Type	Statewide Vendor ID
	School District	NULL
Organization Code	Maximum Users Allowed	Organization DBA
	25	
Administrator		Eligible for REAP
Brinnon Admin,		Yes
ESD Organization		

- Click the blue pencil to open the current year's General Assurances.

The screenshot shows a web application interface with a top navigation bar containing 'Overview', 'Collab', 'Assurances', and 'Files'. Below this is a 'General Assurances' section with a search bar and a table. The table has columns for 'Fiscal Year', 'Created By', 'Created On', 'Last Modified By', 'Last Modified On', 'Last Submitted On', 'Status', and 'Actions'. A row is visible for the fiscal year 2025, created by Brinnon Admin on 05/10/2024 5:28 PM, last modified by Brinnon Admin on 11/25/2024 5:49 PM, and currently in 'In Progress' status. An orange circle highlights the 'Actions' column for this row, which contains a blue pencil icon. Below the table, there are buttons for 'Associate Parent Organization' and 'Edit'. A sidebar on the left shows a navigation menu with 'My Tasks', 'Activities', 'Organization', and 'Recently Viewed' sections.

Fiscal Year ↓	Created By	Created On	Last Modified By	Last Modified On	Last Submitted On	Status	Actions
2025	Brinnon Admin	05/10/2024 5:28 PM	Brinnon Admin	11/25/2024 5:49 PM		In Progress	

- Fill out the form. The orange triangle icon shows you which fields are required.

The screenshot shows a 'Certification' form in a web application. The form includes a 'UEI Number' field with the value 'SSS' and a 'Legal Name' field with the value 'Brinnon School District'. There are two sections of the form, each with a checkbox and a text area. The first section has a checked checkbox and a text area containing 'test'. The second section also has a checked checkbox and a text area containing 'test'. An orange circle highlights the 'test' text in the second section. The form is part of a larger page with a sidebar on the left and a footer at the bottom. The footer contains the 'GovGrants' logo and the text 'OSPI Home | Site Info | Non Disclosure Agreement | Conflict of Interest'.

- Click the save button on the bottom right.

Washington Office of Superintendent of PUBLIC INSTRUCTION Education Grants Management System Grants Portal

Opportunities Applications Grants Monitoring

Search Tasks My Tasks Pending Tasks Completed Tasks Activities Organization Organization Profile Recently Viewed RA-0327 Brinnon School District Brinnon School District 204 Test FP 672-Financial Literacy ... FP 672-Financial Literacy ... FP 672-Financial Literacy ... Technical Support Organizational Administrator Contact Us

System for Award Management (SAM) is the primary registrant database for the U.S. Federal Government. SAM collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Please note that the term "assistance awards" includes grants, cooperative agreements and other forms of federal assistance. Whether applying for assistance awards, contracts, or other business opportunities, all entities are considered "registrants."

The applicant agrees it has a current SAM registration. Your UEI (Unique Entity Identifier) will be prepopulated below from your organization profile.
SAM.gov | Search

▲ Certification

UEI Number ⓘ
\$\$\$

Legal Name:
Brinnon School District

▲ By signing below, we certify that we have read and agree to all applicable general assurances as stated above.

▲ Authorized Representative:
test

▲ Representative Title:
test

▲ Agreed On:
5/10/2024

▲ By signing below, the Superintendent/CEO certifies that they have read and agree to all applicable general assurances as stated above.

▲ Superintendent/CEO Representative:
test superintendent

▲ Agreed On:
11/25/2024

Cancel Save

GovGrants OSPI Home | Site Info | Non Disclosure Agreement | Conflict of Interest

7. Click "Submit."