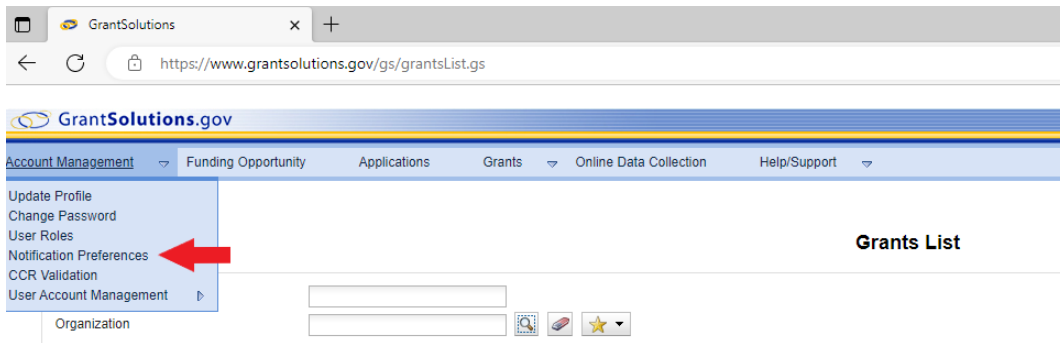


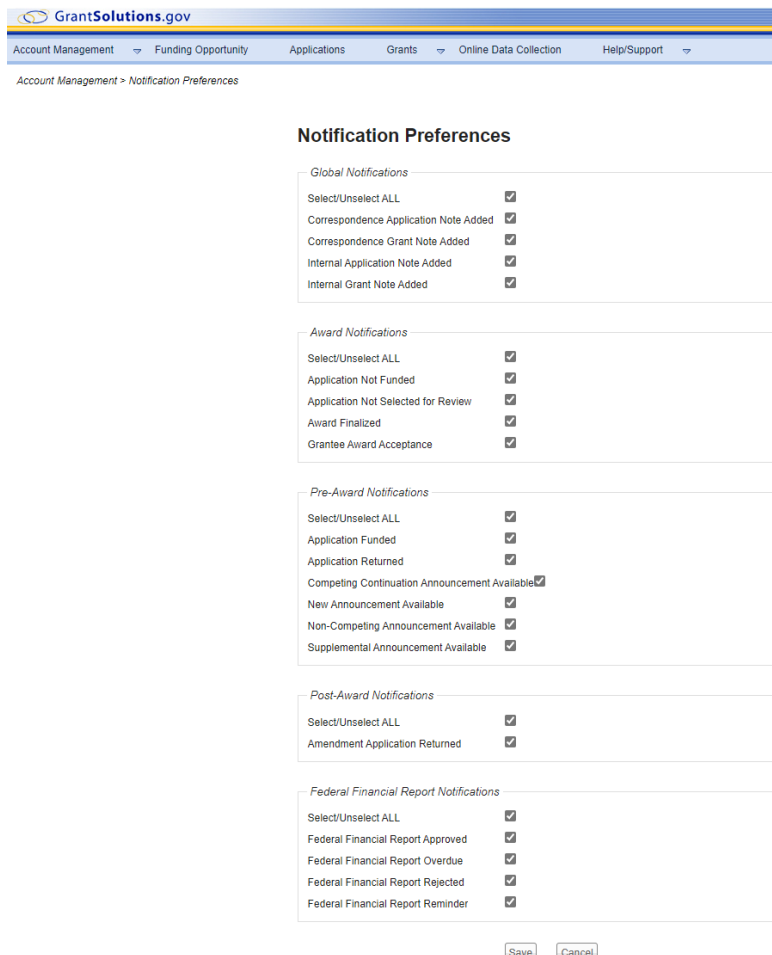
Adjusting Grantee Notification Preferences in GrantSolutions

Grantees may adjust their notification preferences to include as many or few alerts as possible. The notifications occur when a change to an award, report, note, or additional status is initiated from either the grantor or grantee in GrantSolutions (GS). An email alert is sent to the grantee and grantor's email address and includes a hyperlink which allows the user to directly navigate to the affected area of GS. You should receive an email for any and all notifications entered through GS. If you do not receive these emails, please check your spam folder.

1. Navigate to the 'Account Management' menu and select 'Notification Preferences'



2. On the Notification Preferences page you may select or deselect your preferred notification choices. Click 'Save' to complete your selection.

A screenshot of the 'Notification Preferences' page on GrantSolutions.gov. The page title is 'Notification Preferences'. It is divided into several sections, each with a 'Select/Unselect ALL' checkbox and a list of notification types with individual checkboxes. The sections are: 'Global Notifications' (5 items), 'Award Notifications' (5 items), 'Pre-Award Notifications' (7 items), 'Post-Award Notifications' (2 items), and 'Federal Financial Report Notifications' (5 items). All checkboxes are currently checked. At the bottom of the page, there are 'Save' and 'Cancel' buttons.

Notification Category	Notification Type	Selected
Global Notifications	Select/Unselect ALL	<input checked="" type="checkbox"/>
	Correspondence Application Note Added	<input checked="" type="checkbox"/>
	Correspondence Grant Note Added	<input checked="" type="checkbox"/>
	Internal Application Note Added	<input checked="" type="checkbox"/>
	Internal Grant Note Added	<input checked="" type="checkbox"/>
Award Notifications	Select/Unselect ALL	<input checked="" type="checkbox"/>
	Application Not Funded	<input checked="" type="checkbox"/>
	Application Not Selected for Review	<input checked="" type="checkbox"/>
	Award Finalized	<input checked="" type="checkbox"/>
	Grantee Award Acceptance	<input checked="" type="checkbox"/>
Pre-Award Notifications	Select/Unselect ALL	<input checked="" type="checkbox"/>
	Application Funded	<input checked="" type="checkbox"/>
	Application Returned	<input checked="" type="checkbox"/>
	Competing Continuation Announcement Available	<input checked="" type="checkbox"/>
	New Announcement Available	<input checked="" type="checkbox"/>
	Non-Competing Announcement Available	<input checked="" type="checkbox"/>
	Supplemental Announcement Available	<input checked="" type="checkbox"/>
Post-Award Notifications	Select/Unselect ALL	<input checked="" type="checkbox"/>
	Amendment Application Returned	<input checked="" type="checkbox"/>
Federal Financial Report Notifications	Select/Unselect ALL	<input checked="" type="checkbox"/>
	Federal Financial Report Approved	<input checked="" type="checkbox"/>
	Federal Financial Report Overdue	<input checked="" type="checkbox"/>
	Federal Financial Report Rejected	<input checked="" type="checkbox"/>
	Federal Financial Report Reminder	<input checked="" type="checkbox"/>