

# Citizenship and Integration Grant Program

**July 5, 2022**

Thank you for joining today's national engagement on the USCIS Fiscal Year 2022  
Citizenship and Integration Grant Program.

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2

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For any media inquiries or on the record statements: please contact our Press Office at: [media@uscis.dhs.gov](mailto:media@uscis.dhs.gov).

If you have any follow-up questions or briefing requests from congressional offices – please contact the USCIS Legislative team

Send other feedback or questions regarding today's event to the Public Engagement mailbox at: [Public.Engagement@uscis.dhs.gov](mailto:Public.Engagement@uscis.dhs.gov)

All lines are currently muted at this time and will remain muted throughout the event.

You may ask a question, by typing your question into the Q&A box of the Teams platform.

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If you have general feedback or questions regarding today's event, please share it with us at the Public Engagement mailbox at: [Public.Engagement@uscis.dhs.gov](mailto:Public.Engagement@uscis.dhs.gov)

And with that, I will turn the floor over to our USCIS Chief of Staff, Felicia Escobar Carrillo.

## Greetings and Opening Remarks



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**Felicia Escobar Carrillo**  
**Chief of Staff**  
**USCIS Office of the Director**



### Opening Remarks

Now we will hear opening remarks from our USCIS Chief of Staff, Felicia Escobar Carrillo.

*Attribution: Photo obtained from OCOMM's Connect-based photo library.*

# Agenda



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- Welcome
- Overview of the USCIS Citizenship and Integration Grant Program
- FY 2022 Notices of Funding Opportunity – Overview and Performance Expectations
- Eligibility Requirements
- Application Process
- Questions and Answers

Welcome to today's webinar on the Citizenship and Integration Grant Program.

Our agenda is listed on the slide and includes:

- Overview of the USCIS Citizenship and Integration Grant Program
- FY 2022 Notices of Funding Opportunity – Overview and Performance Expectations
- Eligibility Requirements
- Application Process
- Questions and Answers



# Overview of the USCIS Citizenship & Integration Grant Program



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The goal of the Citizenship and Integration Grant Program is to expand the availability of high-quality citizenship preparation services for immigrants across the nation and to provide opportunities for immigrants to gain the knowledge and skills necessary to integrate into the fabric of American society.

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\* Photo from Baltimore City Community College and IRC Baltimore

# Overview of the USCIS Citizenship & Integration Grant Program



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- Since 2009, the Citizenship and Integration Grant Program has awarded more than \$112 million through 513 competitive grants to immigrant-serving organizations in 39 states and the District of Columbia.
- The program has assisted more than 300,000 immigrants with preparing for citizenship.



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\* Photo from Hartford Public Library

# FY 2022 Notices of Funding Opportunity



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In FY 2022, USCIS will offer \$20 million through four competitive funding opportunities:

- **Citizenship Instruction and Naturalization Application Services (CINAS)**  
[DHS-22-CIS-010-002 \(CINAS\)](#)
- **Community and Regional Integration Network Grant (CARING)**  
[DHS-22-CIS-010-003 \(CARING\)](#)
- **Innovations in Citizenship Education (Innovations)**  
[DHS-22-CIS-010-004 \(Innovations\)](#)
- **Regional Hub Program (Hub)**  
[DHS-22-CIS-010-001 \(Hub\)](#)

In fiscal year 2022, USCIS will offer \$20 million through four competitive funding opportunities:

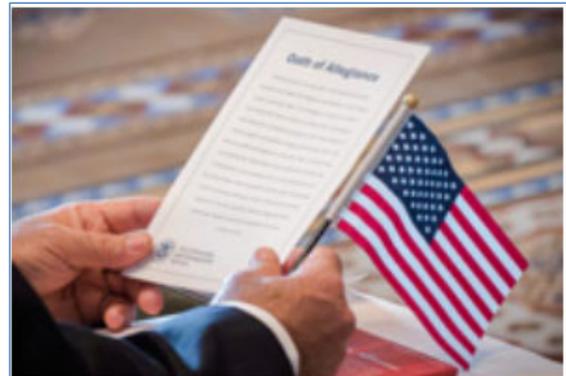
- Citizenship Instruction and Naturalization Application Services (CINAS)
  - Community and Regional Integration Network Grant (CARING)
  - Innovations in Citizenship Education (Innovations)
  - Regional Hub Program (Hub)
- 
- The \$20 million funding level is double our typical \$10 million funding level.
  - This increase in funding enables us to offer two new funding opportunities, in addition to the two funding opportunities that we have traditionally offered.
  - On the following slides, we will briefly describe each of these four programs, highlight the eligibility requirements for applicants, and outline performance expectations.
  - If your organization plans to apply, please review the full program descriptions and application instructions published in the Notices of Funding Opportunity (or NOFOs for short).
  - You can find the published NOFOs on [grants.gov](https://www.grants.gov)

## CINAS Overview



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- Approximately 46 grants of up to \$300,000 each
- Two-year period of performance: October 1, 2022 – September 30, 2024
- The goal of the CINAS grants is to support organizations that provide direct citizenship preparation services to immigrants.



- The first of the four grant opportunities is the Citizenship Instruction and Naturalization Applications Services, or CINAS, grant
- USCIS plans to award approximately 46 CINAS grants of up to \$300,000 each
- The CINAS program has a two-year period of performance, beginning October 1, 2022, and ending September 30, 2024
- The goal of the CINAS grants is to support organizations that provide direct citizenship preparation services to immigrants
- There are a few key terms that we use in USCIS grants – such as citizenship preparation services. Because the CINAS grant is the first grant we are discussing, I'd like to take a moment to clarify a few key terms, which apply to all four USCIS grant programs.
- "Citizenship Preparation Services" refers to services that organization offer that prepare immigrants for the naturalization process.

## CINAS Overview



- **Citizenship Instruction Services:** Educational services that provide immigrants with the skills and knowledge needed to prepare for citizenship, including instruction in English as a Second Language (ESL), U.S. history and government, and the naturalization process.
- **Naturalization Application Services:** Within the scope of the authorized practice of immigration law, grant recipients assist qualified program participants in preparing and submitting Form N-400, Application for Naturalization, preparing for the naturalization interview, and providing ongoing case management as needed.

- Under the umbrella of “Citizenship Preparation Services” are “citizenship instruction services” and “naturalization application services”
- You will see these terms used throughout all four of the funding opportunity announcements.
- “Citizenship Instruction Services” refers to educational services that prepare immigrants for the USCIS naturalization test and interview.
  - These services include English as a Second Language instruction to prepare immigrants for the English reading, writing and speaking portions of the naturalization test;
  - Instruction in U.S. history and government to prepare immigrants for the civics portion of the naturalization test, and to also to help prepare them to be civically engaged citizens who understand the rights and responsibilities of citizenship;
  - And instruction on the naturalization process, so they understand the eligibility requirements of citizenship and know what to expect at their USCIS naturalization interview and oath ceremony
- “Naturalization Application Services” is another term you will see used throughout the NOFOs
- This term refers to legal services provided by qualified legal service providers, including:
  - Screening immigrants for naturalization eligibility;

- Assisting qualified immigrants in completing and submitting a Form N-400, Application for Naturalization, and
- Providing on-going case management after the Application for Naturalization has been submitted

# CINAS Performance Expectations



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CINAS grant recipients will report the following data quarterly:

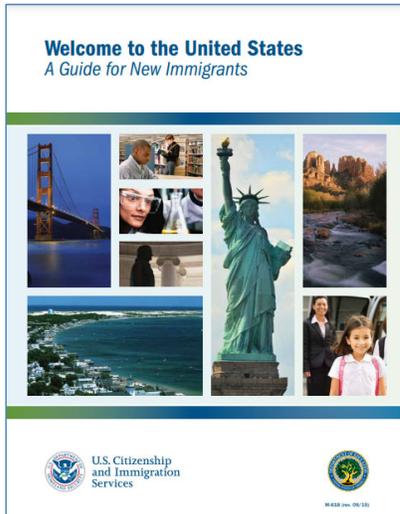
- Number of newly-enrolled citizenship students (minimum goal of 200)
- The percentage of assessed students that demonstrate learning gains (minimum goal of 80%)
- The number of individuals who received naturalization eligibility screening by a qualified legal services provider (minimum goal of 200)
- The number of individuals for whom the organization prepared and submitted a Form N-400, Application for Naturalization (minimum goal of 200)

- Each USCIS grant program has a separate set of performance expectations.
- Under the CINAS grant, recipients will report the following data on a quarterly basis:
- The number of newly-enrolled citizenship students
  - For organizations that request to full funding amount of \$300,000, the minimum goal for this performance area is 200 students cumulatively
  - This breaks down to approximately 25 new students per quarter
- It's important to note here that USCIS is taking a new approach to performance goals this year. For the first time, applicants may request a smaller level of funding and propose a lower level of performance goals. We are making this change to encourage smaller organizations who may not have the capacity to reach large numbers of immigrants.
  - The minimum performance goals listed above, such as the 200 newly enrolled students, are for grantees who request the full funding amount.
  - Organizations who request lower levels of funding will have correspondingly lower minimum goals. See the funding level table in the performance measures section of the NOFO for additional details.
- The second performance metric for the CINAS program is the percentage of students that demonstrate learning gains
  - To measure this, grantees administer a pre-test and a post-test at the beginning and end of each citizenship class
  - The reason USCIS requests this information is to determine if the instruction

provided is effective in helping students learn

- The third performance metric is the number of individuals who receive naturalization eligibility screening by a qualified legal service provider.
  - Again, the goal here is for at least 200 immigrants to receive eligibility screening, which breaks down 25 screenings per quarter.
  - The individuals screened can be students enrolled in citizenship classes, or other immigrants who are seeking legal assistance in becoming naturalized citizens
- Lastly, grant recipients will also report the number of individuals for whom they prepare and submit a Form N-400, Application for Naturalization.
- In addition to reporting the total numbers and percentages cited above, each grantee is required to submit the Alien numbers of all program participants each quarter.

# CARING Overview



- Approximately 4 grants of up to \$300,000 each
- Two-year period of performance: October 1, 2022 – September 30, 2024
- The goal of the CARING grants is to support organizations providing extended integration services and citizenship preparation services to vulnerable immigrant populations.
- Grantees will provide citizenship preparation services and will develop individualized integration plans for each participant.

- Our second grant opportunity is the Community and Regional Integration Network Grant
- This grant program was previously called the Refugee and Asylee Integration Services Grant
- USICS will award approximately 4 grants of up to \$300,000 each
- The period of performance is two-years, starting October 1, 2022, through September 30, 2024
- The goal of the CARING grants is to support organizations providing extended integration services and citizenship preparation services to vulnerable immigrant populations.
- Specific vulnerable populations include:
  - Refugees and asylees
  - Cuban or Haitian entrants
  - Victims of human trafficking or criminal activity (those with T and U Visas)
  - Abused spouses, children, or parents of U.S. citizens (individuals who qualify under the Violence Against Women Act)
  - Individuals on a Special Immigrant Visas (SIVs)
- Grantees will provide citizenship preparation services and will develop individualized

integration plans for each participant.

- The CARING grant is the only FY22 grant that permits civics-based literacy and civics-based ESL instruction. These classes target lower-level learners who do not yet possess sufficient English language skills to be placed in a traditional citizenship class. Civics-based literacy classes target program participants assessed at the National Reporting System for Adult Education (NRS) level 1/ beginning ESL literacy. The civics-based ESL classes target program participants who asses at NRS level 2-/low beginning ESL.
- The other grant programs require citizenship instruction classes that target NRS low beginning to high intermediate levels (levels 2-5).

# CARING Performance Expectations



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CARING grant recipients will report the following data quarterly:

- Number of integration plans developed and monitored (minimum goal of 150)
- Number of newly enrolled citizenship students (minimum goal of 150)
- Number of individuals who received naturalization eligibility screening by a qualified legal services provider (minimum goal of 100)
- Number of individuals for whom the organization prepared and submitted Form N-400, Application for Naturalization (minimum goal of 100)

Next we will review the CARING performance expectations.

- CARING grant recipients will report the following data quarterly:
  - Number of integration plans developed and monitored (minimum goal of 150)
  - Number of newly enrolled citizenship students (minimum goal of 150)
  - Number of individuals who received naturalization eligibility screening by a qualified legal services provider (minimum goal of 100)
  - Number of individuals for whom the organization prepared and submitted Form N-400, Application for Naturalization (minimum goal of 100)
- The minimum goals listed above are for grantees who request the full funding amount of \$300,000. Organizations who request lower levels of funding will have correspondingly lower minimum goals. See the funding level table in the performance measures section of the NOFO for additional details.
- In addition to reporting the total numbers and percentages cited above, each grantee will submit the Alien numbers of all program participants.

# Innovations Overview



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- Up to 40 grants of \$50,000 to \$250,000 each
- Two-year period of performance: October 1, 2022 – September 30, 2024
- The goal of the Innovations grant is to amplify innovations in citizenship education and foster creative approaches to preparing immigrants for naturalization.
- USCIS will consider applications for all types of citizenship education innovations. However, the most successful applicants will propose innovations that address an existing challenge within the citizenship education field.

- The next program is called Innovations in Citizenship Education.
- This is one of our new grant programs.
- USCIS plans to award up to 40 innovations grants of \$50,000-\$250,000 each
- The goal of the Innovations grant is to amplify innovations in citizenship education and foster creative approaches to preparing immigrants for naturalization.
- USCIS will consider applications for all types of citizenship education innovations.
- However, the most successful applicants will propose innovations that address an existing challenge within the citizenship education field.
- Some examples this might include:
  - Innovations that engage hard-to-reach populations
  - Innovations that build the capacity of other immigrant-serving organizations
  - Innovations that support the digital access and digital literacy of immigrants
  - Innovations that develop new citizenship education tools or resources that can be shared or duplicated nationally

# Innovations Performance Expectations



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Innovations grant recipients must select two or more of the following performance measures:

- Number of students that enroll in a citizenship education class as a result of the innovation
- Percentage of students that demonstrate measurable learning gains as a result of the innovation
- Number of participants who file an Application for Naturalization as a result of the innovation
- Number of new community partnerships created to support citizenship preparation or integration of immigrants in the community
- Number of “hard to reach” immigrants engaged through a targeted citizenship outreach campaign
- Number of immigrants who are trained on (or use) a new citizenship education tool

- Unlike the other funding opportunities, applicants for Innovations grants may select their own performance metrics.
- Applicants must select two of more of the following metrics to include in their proposal:
  - Number of students that enroll in a citizenship education class as a result of the innovation
  - Percentage of students that demonstrate measurable learning gains as a result of the innovation
  - Number of participants who file an Application for Naturalization as a result of the innovation
  - Number of new community partnerships created to support citizenship preparation or integration of immigrants in the community
  - Number of “hard to reach” immigrants engaged through a targeted citizenship outreach campaign
  - Number of immigrants who are trained on (or use) a new citizenship education tool
- Successful applicants will include key performance indicators related to attaining U.S. citizenship in their applications.

- Grantees will be required to submit Alien numbers of all program participants.

## Regional Hub Overview



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- Approximately 3-6 grants up to \$1,000,000 each
- Two-year period of performance: October 1, 2022 – September 30, 2024
- The goal of the Regional Hub grants is to expand the availability of high-quality citizenship preparation services for immigrants across the nation and to provide opportunities for immigrants to gain the knowledge and skills necessary to integrate into the fabric of American society.



- Our fourth funding opportunity is the Regional Hub program.
- This is another one of our new grant programs.
  - USCIS anticipates awarding approximately 3-6 grants up to \$1 million dollars each
  - Two-year period of performance: October 1, 2022 – September 30, 2024
- The goal of the Regional Hub grants is to expand the availability of high-quality citizenship preparation services for immigrants across the nation and to provide opportunities for immigrants to gain the knowledge and skills necessary to integrate into the fabric of American society.
  - Applicants should be national, regional, statewide, or multi-county organizations, or an organization that works throughout a large metropolitan area.
  - Applicants must propose to hold regular meetings of citizenship preparation service providers and other relevant community stakeholders engaged in immigrant integration in the public and private sectors to share information and foster coordination of citizenship preparation and promotion efforts.

## Regional Hub Overview, Continued



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The principal applicant must:

- Serve as a hub for communication and information sharing on citizenship preparation among their affiliates/members and within the broader community;
- Provide ongoing capacity building and technical assistance to at least three sub-applicants, who will establish or expand citizenship instruction and naturalization application services; and
- Provide overall programmatic and fiscal management of all grant-funded activities.

The principal applicant must:

- Serve as a hub for communication and information sharing on citizenship preparation among their affiliates/members and within the broader community;
- Provide ongoing capacity building and technical assistance to at least three sub-applicants, who will establish or expand citizenship instruction and naturalization application services; and
- Provide overall programmatic and fiscal management of all grant-funded activities.

Under the Regional Hub grant, there are three phases of work defined in the NOFO:

Phase 1: the principal applicant must create a Program Development Plan for each sub-applicant.

Phase 2: The principal applicant will implement the Program Development Plans by providing capacity building and technical assistance tailored to the specific needs of each sub-applicant.

Phase 3: During the last quarter of the performance period, the principal applicant must

conduct a formal program evaluation.

# Regional Hub Performance Expectations



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Regional Hub grant recipients will report the following data quarterly:

- The number of regular stakeholder engagements held (minimum one per quarter) and number of attendees per engagement
- Number of newly enrolled citizenship instruction students (minimum goal of 400)
- Percentage of students who demonstrated measurable learning gains (minimum goal 80%)
- Number of immigrants who received naturalization eligibility screening (minimum goal of 400)
- Number of qualified immigrants for whom each sub-applicant prepared and filed a Form N-400, Application for Naturalization (minimum goal of 400)

Regional Hub grant recipients will report the following data quarterly:

- The number of regular stakeholder engagements held (minimum one per quarter) and number of attendees per engagement
  - Number of newly enrolled citizenship instruction students (minimum goal of 400)
  - Percentage of students who demonstrated measurable learning gains (minimum goal 80%)
  - Number of immigrants who received naturalization eligibility screening (minimum goal of 400)
  - Number of qualified immigrants for whom each sub-applicant prepared and filed a Form N-400, Application for Naturalization (minimum goal of 400)
- All direct services will be provided by the sub-applicants.
  - In addition to reporting the total numbers and percentages cited above, each grantee and sub-grantee will submit the Alien numbers of all program participants.
  - The minimum goals listed above are for grantees who request the full funding amount of

\$1 million. Organizations that request lower levels of funding will have correspondingly lower minimum goals. See the funding level table in the performance measures section of the NOFO for additional details.

## Program Eligibility Requirements



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- Organizations with public or nonprofit status may apply for the CINAS, CARING, and Regional Hub grants.
- Public, nonprofit, for-profit organizations and small businesses may apply for the Innovations grant.
- Applicants should have recent experience or expertise providing services they plan to offer under the USCIS grant program.
- Organizations who received funding under the FY 2021 grant program are only eligible to apply for the Innovations grant.

- Next we will discuss general program eligibility requirements.
- Organizations with public or nonprofit status may apply for the CINAS, CARING, and Regional Hub grants.
- Public, nonprofit, for-profit organizations and small businesses may apply for the Innovations grant.
- Applicants should have recent experience or expertise providing services they plan to offer under the USCIS grant program.
- Recent experience is defined as one year of experience within the past three years. This requirement varies by grant so be sure to review the eligibility section of each NOFO.
- Organizations who received funding under the FY 2021 grant program are only eligible to apply for the Innovations grant.

## Review and Selection Process



- Applications are due by 11:59 PM Eastern on August 5, 2022, via grants.gov
- All applicants must have a UEI number, a valid EIN number, and an updated SAM account before submitting an application
- USCIS will conduct a technical review of all eligible applications:
  - USCIS will convene panels of grant reviewers
  - Applications will be scored and ranked based on the criteria in the Notices of Funding Opportunity
- Selection and final award notification announced before October 1, 2022

- All Applications are due by 11:59 PM Eastern on August 5, 2022, via grants.gov
- All applicants must have the following before submitting an application:
  - A UEI number (UEI number = Unique Entity Identifier number, formerly known as a DUNS number)
  - A valid EIN number. An EIN number = Employer Identification Number
  - An updated SAM account. SAM = System for Award Management
- USCIS will conduct a technical review of all eligible applications:
  - USCIS will convene panels of grant reviewers
  - Applications will be scored and ranked based on the criteria in the Notices of Funding Opportunity
- Selection and final award notification will be announced before October 1, 2022

# Eligibility Requirements



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## Grants and Financial Assistance Division, Department of Homeland Security

- Eligible Applicants
- Applicant Eligibility Criteria
- Not Eligible
- Non-responsive Applications
- Maintenance of Effort
- Cost Share or Match
- Key Dates Highlight

# Application and Submission



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## Grants.gov

Application period: June 27, 2022, through August 5, 2022

Applications must be submitted by 11:59:59 pm Eastern Time on August 5, 2022

Other key elements:

Grants.gov

- SAM Registration – Unique Entity Identifier (UEI) replaces DUNS
- Grants.gov Registration
- Grants.gov Tips and Resources

Now Grants.gov will provide an overview of the application and submission process.

# Registration: Before Grants.gov

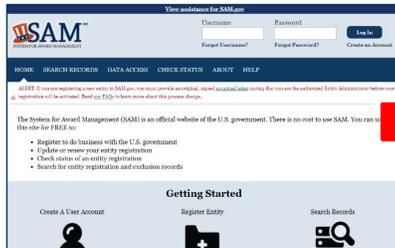
## System for Award Management (SAM.gov)



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- Register with SAM at [www.SAM.gov](http://www.SAM.gov) to receive UEI
- Establish E-Business Point of Contact (**EBiz POC**): Individual who oversees all activities for organization within Grants.gov and approves the AOR
- ~7-10 (or more) business days after completely registering, including submitting notarized letter to SAM

# Registration: SAM.gov and Grants.gov



- Organization data and EBiz POC information are transferred electronically from SAM to Grants.gov
- Applicants within the organization can add a new profile to their account to associate with the organization
- Visit SAM.gov for more information: <https://sam.gov/content/home>
- **NOTE: SAM registration must be renewed annually**

# Registration: Grants.gov Account



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2

GRANTS.GOV — Register

### REGISTER

Please enter your information below to create an Account.

- Required fields are denoted with an asterisk (\*)
- The following special characters are allowed: question marks, periods, dashes, underscores, and @ symbol (Password is not subject to these restrictions)
- Username cannot resemble U.S. 12 character usernames must contain a special character
- Password requirements: Your password must contain at least eight characters including at least one uppercase letter (A-Z), at least one lowercase letter (a-z), at least one number (0-9), and at least one special character (e.g. ! @ # % ^ & \*). Your password must not contain dictionary words, names, or your Username
- If Mobile Phone Number is provided, it must be a U.S. number and it can be used to reset forgotten password.

Contact Information:

\*First Name:

Middle Initial:

\*Last Name:

\*Email Address:

\*Primary Phone Number:

Mobile Phone Number (US Only):

Confirm Mobile Phone Number:

Account Details:

\*Username:

Password:  (Case Sensitive)

\*Confirm Password:  (Case Sensitive)

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# Tips for Applicants

## Crafting Grant Proposals and Submitting Applications



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- Register and submit early
- Thoroughly read and follow all of the instructions provided by the agency
- Fill out SF-424 forms first
- Includes sufficient program and budget Details
- Attachment file names must be 50 characters or less and only contain UTF-8 characters
- Use correct UEI (Unique Entity Identifier) when creating a workspace
- Make sure you have Grants.gov compatible PDF software (Adobe Reader)

# Connect with Grants.gov



Applicant Support Center available 24/7 (closed on Federal holidays)

[support@grants.gov](mailto:support@grants.gov) | 1-800-518-4726 (toll-free) | 1-606-545-5035  
(international)



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## Contact Information



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USCIS Grants Program Office: [citizenshipgrantprogram@uscis.dhs.gov](mailto:citizenshipgrantprogram@uscis.dhs.gov)

DHS Grants Office: [CISMailbox@hq.dhs.gov](mailto:CISMailbox@hq.dhs.gov)

Grants.gov: [support@grants.gov](mailto:support@grants.gov) or 1-800-518-4726

To apply for these funding opportunities, visit [www.grants.gov](http://www.grants.gov).

For additional information on the Citizenship and Integration Grant Program for fiscal year 2022, visit [www.uscis.gov/grants](http://www.uscis.gov/grants).



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**QUESTIONS?**

# Thank You!



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- To provide additional feedback, please email [public.engagement@uscis.dhs.gov](mailto:public.engagement@uscis.dhs.gov).
- You can also subscribe to receive the latest updates at: [uscis.gov/outreach](https://uscis.gov/outreach)



## Closing Remarks

Thank you for attending our engagement on the USCIS Fiscal Year 2022 Citizenship and Integration Grant Program.

If you would like to receive the latest updates from USCIS, you can subscribe at: [uscis.gov/outreach](https://uscis.gov/outreach).

As always, we invite the public to submit feedback on this engagement to the USCIS Public Engagement Division at [public.engagement@uscis.dhs.gov](mailto:public.engagement@uscis.dhs.gov).

Please be sure to include “USCIS Fiscal Year 2022 Citizenship and Integration Grant Program” in the subject heading of your email.

Again, thank you for joining us, and we appreciate your interest in this important topic.

# About this Presentation



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Author: USCIS

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