



## Amend a Published NOFO (Competitive RFA) or RFA (Non-Competitive)

When amending an approved NOFO/RFA, adhere to the following guidelines:

### Competitive:

- The Program Office notifies FALD of a NOFO change request.
- If FALD does not legally object to the requested change(s), they send an email to the Grants Online Help Desk and a cc: to the RFA Publisher.
- The Grants Online Help Desk creates a Tier-3 ticket indicating the Grants Online NOFO data element(s) that should be modified.
- Upon receiving the FALD approval notification, the RFA Publisher updates the NOFO in **Grants.gov**.
- The RFA Publisher notifies the Federal Program Office, with a cc: to the Grants Online Help Desk, that updates are complete.
- When notified that the updates are complete, the Grants Online Help Desk closes the ticket.

### Non-Competitive:

- Although the Program Officer can modify most data elements, the changes must be communicated to the RFA Publisher who makes the corresponding updates in **Grants.gov**. **NOTE:** The Grants Online Help Desk does not need to be involved in making the updates.