

The Department of Education has released their new grants management system, [G5.gov](https://www.g5.gov). This is the web-based system which will be used by Principal Investigators/Project Directors (PI/PD) for their postaward management, including the submission of progress reports.

Please create an account in G5.gov in order to access information for your current Department of Education award. There is a video tutorial available here: <https://www.g5.gov/ext/exthelp2/toc0.html>, select G5 for Applicants, then Applicant Registration. Once you create your account, you will receive an email from G5 in order to activate your account. This is not something that ORAA can do on your behalf.

Once your account is created and activated, you will need to set your account type to Others, select yes as Project Director, and enter in the University of Maryland's DUNS (79-093-4285). This will add your award to your award list which will allow you to complete and submit your progress reports.

The system allows PIs/PDs to complete administrative actions including:

- Change of DUNS
- Change of Address
- Change of Key Personnel
- Change of Project Director
- Change of Dates (i.e. no cost extensions)
- Change of Certifying Representative

Please note that these administrative actions require approval by the University's authorized signature representative and are typically initiated by ORA. For this reason, ORA requests that all P'Is/PD's for the Department of Education notify their contract administrator whenever an action is required through the G5.gov system. Contract Administrators can advise P'Is/PD's on the proper procedures for requesting changes according to University, State, and Federal regulations. An up-to-date list of ORA's contract administrators can be found here:

<http://ora.umd.edu/staff>

Please contact Sally Egloff (segloff@umd.edu) for technical questions about using the G5.gov system.