



**Michigan Infrastructure Office
Technical Assistance Center
Guidance for Window 5 2025
Applications for Support**

TABLE OF CONTENTS:

Introduction

About the Michigan Infrastructure Office and MIO Technical Assistance Center

Finding the Right TAC Support Service

Eligibility for TAC Support Services

Overview of TAC Support Services

How to Apply for TAC Support Services

TAC Window 5 2025 Announcement and Key Dates

Criteria for Application Evaluation

FAQs

Key Contacts

List of Municipal Planning Organizations and Regional Planning Agencies

Guide to Online Application

Introduction

In 2022, the Governor signed P.A. 166 of 2022 to establish a technical assistance program within the Michigan Infrastructure Office (MIO). The purpose of the program is to provide technical assistance, planning, and matching grants to local units of government, planning organizations, and federally recognized Tribal nations to help draw federal infrastructure money to Michigan's communities.

This document provides guidance for accessing federal funding application support through the MIO Technical Assistance Center TAC Window 5 2025 Technical Assistance Opportunity.

About the Michigan Infrastructure Office and Technical Assistance Center

The Michigan Infrastructure Office (MIO) is responsible for organizing and executing Governor Whitmer's vision for infrastructure, coordinating across state government, marshaling resources, and partnering with local officials, federal partners, and outside stakeholders to ensure resources sent to Michigan through BIL, also known as the Infrastructure Investment and Jobs Act (IIJA), are used efficiently and effectively.

The MIO Technical Assistance Center (TAC) provides a suite of resources to support Michigan communities in applying for federal grant funding. TAC is currently offering key support services: grant identification, grant readiness assessment, grant writing, and grant match funding. These services will be available by application to TAC in specified application windows.

This document explains this program in detail – **please read it in full**. The **FAQs** also cover a range of relevant questions. Reach out via the contact information provided in the **Key Contacts** section if you still have questions.

This program is administered by MIO with support from the Michigan Department of Transportation (MDOT).

Find the right TAC support offering

Eligible applicant position:



I have preliminary ideas about infrastructure improvements we could make in my community.

I have identified specific infrastructure projects that I am interested in finding federal funding for but need guidance about the correct federal funding opportunities to pursue.

I have identified an infrastructure project and a federal grant that I want to apply for. I need help writing the grant (e.g., BCAs) and/or match funding to complete the application.

Approach for TAC support:



1

Contact the TAC to discuss future support opportunities
(BradyK4@michigan.gov)

2

Apply for TAC grant identification support¹

3

Apply for TAC grant writing or match funding support¹

Applicants will be notified when preliminarily selected for grant writing and/or match funding. Following initial selection, a consultant will be assigned that will conduct a readiness assessment to ensure the project is sufficiently scoped, competitive and ready for grant writing and/or matching funding. If determined "not ready" to apply for the grant currently identified, community may be offered alternative technical assistance options.

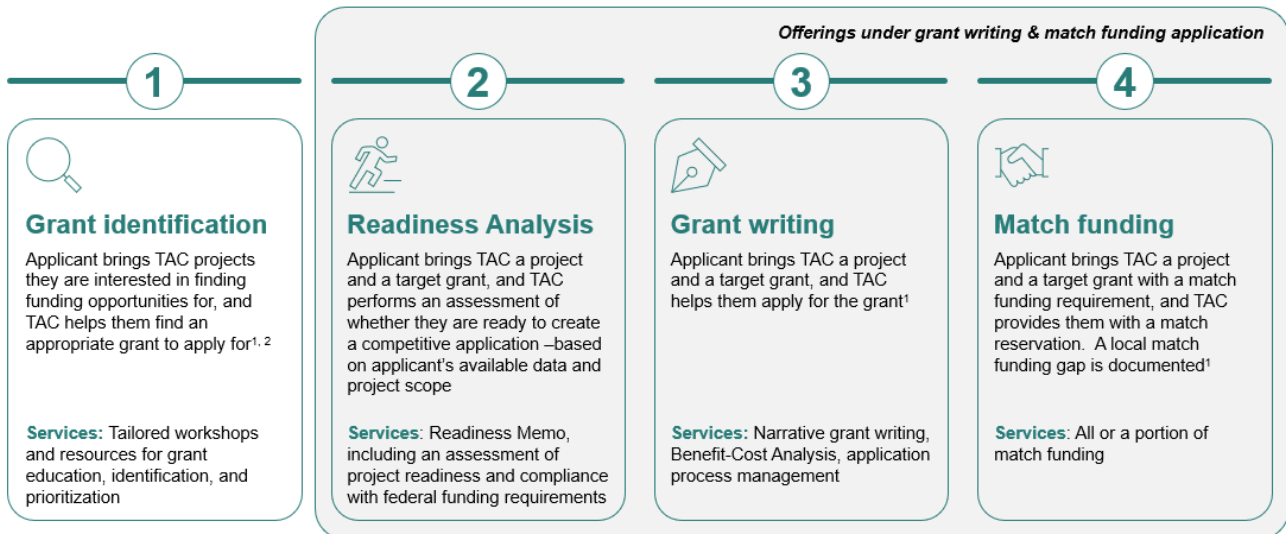
Eligibility for TAC Support Services

Eligible applicants for TAC support services in the current application window include entities that are seeking federal funds for infrastructure projects and are one of the following:

- Federally recognized Tribal nations
- Municipalities and local governments with the support of their MPO/RPA (only required for transportation projects)
 - Applications must include a letter of support from the applicant's Metropolitan Planning Organization (MPO) or Regional Planning Agency (RPA). MPOs and RPAs are responsible for prioritizing applications from their member communities. If you need help identifying the MPO or RPA to coordinate with, please see the **List of MPO/RPAs** section at the end of this document.
- Rural public transit authorities
 - With a letter of support from MDOT
- Urban public transit agencies
 - With a letter of support from their MPO. Please reach out to TAC directly with questions.
- School districts
- Utility Authorities and Community Water Systems
- Public-Private entity partnerships where the public entity will be the applicant of record for the federal grant program (Private entity partner can be listed as co-applicant).

Overview of TAC Support Services

Through Opportunity Windows TAC is offering four key services to support communities through the grant application lifecycle



1. Applicants must be selected by planning organization where applicable (see Eligibility section)

2. Grant ID is not an ongoing engagement of support, but rather a one-time scan to assess grants that would be suitable for a project. Once a grant is identified, a community may still want to have technical support to write the grant, at which point they are welcome to apply for additional assistance from MIO TAC

1. Grant identification and project matching

- Use case:** An eligible applicant has identified projects that they are interested in finding federal funding for but need guidance about the correct federal funding opportunities to pursue. TAC will help match them with potential grants that would fit their needs and for which they would be eligible.
- Services could include:** Workshops and resources tailored to recipient community projects to support grant education, identification, and prioritization.
- Note:** Grant identification is not an ongoing engagement of support, but rather a one-time scan to assess grants that would be suitable for a project. Once a grant is identified, a community may want technical support to write the grant, at which point they are welcome to apply for additional assistance from MIO TAC.

2. Readiness analysis. Please note, a readiness analysis is not a service that an applicant can request. TAC will automatically do a readiness analysis of any project preliminarily approved for grant writing and/or match support to determine appropriate services to provide.

- Use case:** An eligible applicant has identified a project and a federal grant from the list of TAC eligible grants that they want to apply for. TAC will conduct a deep review of the proposed project and create an assessment of whether an applicant is ready to create a competitive application for the indicated grant.
- Product delivered to applicant includes:** Readiness memo, including assessment of project readiness and compliance with federal funding requirements

3. Grant writing

- Use case:** An eligible applicant has identified a project and a federal grant from the list of TAC eligible grants that they want to apply for. They need grant writing support from TAC to complete the application. TAC will provide grant writing services to help them complete the application.
- Services could include:** Readiness for grant writing analysis, Narrative grant writing to craft a competitive application, Benefit-Cost Analysis to provide commonly required analysis on quantifiable benefits and costs of project, and application process management to help develop and keep effective grant writing timelines. If you are considering additional services, please contact TAC directly.

4. Match funding

- a. **Use case:** An eligible applicant has identified a project and a federal grant from the list of eligible grants that they want to apply for. They have adequate staff and experience to write the grant. They need funding to meet the local match requirement that the grant has.
- b. **Services could include:** Readiness analysis for match commitment, Match commitment letter to include with grant application submission. TAC will earmark a portion of the match funding required to qualify for grant application. If the federal funds are awarded, TAC will disburse match funding; if not, earmarked funding will be returned to TAC match funding pool. Applicants can apply for grant writing with match or just match funding if they do not need grant writing services.

In order to support grant writing applications that are most likely to attain federal funding, the State will prioritize projects that it deems to be viable and competitive for the relevant funding opportunities. Projects that are not considered competitive (due to project readiness or other reasons) may be considered for other forms of technical support to help make the project more competitive for future funding rounds.

How to Apply for TAC Support Services

Eligible applicants seeking TAC services need to fill out an on-line application for the support they are requesting, including a letter of support where applicable (please see the Eligibility section for more information). In cases where an applicant has more than one infrastructure project they would like technical assistance for, one application for TA should be submitted for each infrastructure project. Planning organizations should work with their member localities to prioritize the projects they want provide with letters of support for MIO TAC assistance. Applicants are allowed to apply for more than one type of support and can submit more than one application for each type of support. If an applicant does submit more than one application for technical assistance, it is advised they prioritize the applications within the body of the narratives.

TAC support applications will be accepted online **during designated application windows**, generally a 2–3-week period throughout the year that will be announced via email and the TAC website.

- For TAC **grant identification support applicants:** TAC grant identification applications do not need to align with a grant announced in the window, but applicants should identify specific projects in their applications. TAC will provide guidance on the criteria it will use to select recipients of grant identification services. Grant identification support will have its own application in the on-line portal.
- For TAC **grant writing and match funding support:** TAC will announce a set of grants that are eligible for TAC support in each window and the number of projects TAC plans to support in the window. TAC will provide guidance on the criteria it will use to select recipients of grant writing and/or match funding support. Grant writing and match funding requests will share one application in the on-line portal, but applicants can choose to apply for just grant writing, just match funding, or both.

After the window closes, TAC will review the applications for each type of support and choose a set of recipients. Additional application windows will be offered throughout the year with dates to be determined.

MIO TAC Technical Assistance Process Flow Charts



Grant identification support application process

Application step	Details
TAC opens application window	- TAC announces that a TAC application window has opened and issues guidance via webinars, website, and email outreach - TAC will provide guidance on the criteria it will use in evaluating applications
Eligible applicant seeking grant ID support submits application during window	- Planning organizations (MPOs/RPAs) work with member localities/organizations to pick priority projects and provide letters of support (if applicable) - Eligible applicants fill out a TAC Grant Identification applicant form - If an applicant has more than one infrastructure project they are seeking assistance for, they must fill out a separate application for each project.
TAC reviews and chooses whether to support application	TAC reviews the submitted application at the end of the window and chooses applications to support based on TAC capacity and alignment with provided evaluation criteria
TAC notifies selected recipients and connects to technical support	- TAC notifies selected recipients of the TAC's decision and connects selected applicants to technical support - TAC and selected recipient(s) create a scope of work
TAC provides grant identification support	TAC works with the recipient to identify future grants that align with recipient project goals
Recipient can choose to apply for grant writing support in future window	Recipients have the option to apply for grant writing for grant(s) identified in future TA application windows



Grant writing support and match funding application process

Application step	Details
TAC opens application window	- TAC will identify grants eligible to apply for in the window and the number of applications it expects to support in the window - TAC announces that the TAC application window has opened and issues application guidance via webinars, website, and email outreach - TAC will provide guidance on the criteria it will use in evaluating applications
Eligible applicant seeking grant writing or match funding support submits application during window	- Planning organizations (MPOs/RPAs) work with member localities/organizations to pick priority projects and provide letters of support (if applicable) - Eligible applicants fill out a separate application for each project for which they are requesting support, indicating on the application whether they need grant writing, match funding, or both
TAC performs initial review	TAC reviews submitted applications at the end of the window and chooses applications to move on to the readiness analysis state
TAC and applicant either meet or exchange emails to gather additional information as needed, TAC performs readiness assessment, and TAC chooses whether to provide grant writing and/or match funding	- TAC conducts a deeper review of the proposed grant application, including its compliance with grant guidelines and readiness / competitiveness, as well as any match funding needs, as appropriate - TAC creates readiness memo, indicating any potential gaps that would prevent a competitive application from being submitted by the due date - Applications deemed to be ready for grant writing/match funding move on to the next stage. Others may receive additional coaching, grant ID, or other support
TAC confirms full grant writing / match support	Grant writing support: TAC and recipient scope and confirm the grant writing TA to be delivered Match funding support: TAC and recipient determine match funding amount, and TAC earmarks funding to be disbursed if applicant wins the grant
TAC provides grant writing support (if applicable)	- TAC provides grant writing support and/or match commitment - TAC provides a match letter of commitment from MIO to be submitted with federal funding application
Recipient submits application	Recipient submits application
TAC disburses match funding when recipient receives federal award (if applicable)	Match funding support: if applicant wins federal award, TAC and applicant execute grant agreement for match committed. If not successful, earmarked funding is returned to TAC funding pool

The next section of this document, **TAC Window 5 2025 Announcement and Key Dates** provides details on the application window.

TAC Window 5 2025 Announcement and Key Dates

TAC will be accepting applications from **10/27/2025 – 11/7/2025** for **TAC Window 5 2025**.

The grant identification and grant writing and match funding applications are both available through an online portal at this link: [Online TAC Support Application Window 5 2025](#)

Please see the **Guide to Online Application** section below for more information on how the online application works.

- For **grant identification support**, applicants do not need to have identified an infrastructure grant they are applying for.

- For **grant writing and match funding** support, applicants can apply for technical assistance support or match funding for grants listed below.

MIO TAC is offering technical assistance for grants we anticipate becoming available late Fall 2025 to Winter 2026. Not all NOFOs are published at time of Window opening. We are selecting grants that we anticipate NOFOs being released. Potential applicants can review past NOFOs and TAC Fact Sheets but note that new NOFOs are expected to update criteria based on current federal priorities. As they are released, TAC will link applicable NOFOs on its website and update Fact Sheets.

As of October 24, 2025, the fact sheets were based on the current NOFO or, in cases where a new version has not yet been released, the prior program NOFO (released in 2023 and 2024). Recent updates to NOFOs for other grants have included:

- Revisions to program names
- Removal of language, merit criteria, and application requirements around climate change and sustainability environmental justice; equity; and workforce development (e.g., BUILD, Large Bridge Projects)
- Updates to total funding amounts available
- Defining Historically Disadvantaged Communities using the same statutory definition for Areas of Persistent Poverty
- New language on applicant compliance with federal laws, regulations, executive orders, policies, guidelines, and requirements, “including cooperating with and not impeding U.S. Immigration and Customs Enforcement (ICE) and other Federal offices and components of the Department of Homeland Security in the enforcement of Federal Law”¹
- Clarifying all grant agreements or contracts must include terms that are in compliance with Section 3(C)(iv) of EO *Ending Illegal Discrimination and Restoring Merit-Based Opportunity*

1. Source: 2025 BUILD Notice of Funding Amendment, 2025 BIP Large Bridge Project Grants Notice of Funding Amendments

TAC Window 5 2025 will be targeting these Federal Grants to support Communities in applying for:

Window 5 2025 Grant List

Grant Title	Due Date	Responsible Agency	Link to website or NOFO
-------------	----------	--------------------	-------------------------

Solid Waste Infrastructure for Recycling (SWIFR) Grants for Tribes and Intertribal Consortia	12/12/2025	EPA	LINK
National Fish Passage Program (NFPP)	12/31/2025	FWS	LINK
Carbon Dioxide Transportation Infrastructure Finance and Innovation: Future Growth Grants (CIFIA FGG)	01/02/2026; <i>Applicants are required to complete & submit a LOI to DOE by 11/18/2025 before a federal grant application can be submitted.</i>	DOE	LINK
Tribal Transportation Program Safety Fund (TTPSF)	01/15/2026	DOT	LINK
FY26 Better Utilizing Investments to Leverage Development (BUILD)	TBD, anticipated release in November 2025	DOT	LINK to prior program information
FY25 Consolidated Rail Infrastructure and Safety Improvements (CRISI)	TBD, anticipated release soon	DOT	LINK to prior program information

Please refer to MIO TAC website, grants.gov and other source materials for the latest information on NOFOs.

Fact Sheets providing an overview of the most recent information available for each grant are available on the MIO TAC Website linked here: [TAC Fact Sheets \(michigan.gov\)](https://michigan.gov)

In TAC Window 5 2025, TAC expects to select up to:

- 6 communities for **grant identification** support
- 10 projects for **grant writing and match funding** support

Please see the **Criteria** section for an overview of what TAC is looking for in the projects it selects.

TAC Window 5 2025 Key Dates:

- **TAC Window 5 2025 Opens on 10/27/2025 and Closes on 11/7/2025 at 11:59pm.**
- **Webinar on 10/29/2025 at 11:00a.m. – 12:00p.m. ET**
 - The webinar will provide an overview of updated TAC support services and the TAC Window 5 2025 application process. We plan to record the webinar and post it on the MIO TAC website for those that cannot attend one of the sessions.
 - Please sign up for webinar here:
 - [TAC Window 5 2025 Webinar Registration Link](#)

- **TAC office hours on 11/3/2025 at 9:00a.m. – 10:00a.m, ET**
 - The office hours session is an opportunity to bring questions about the TAC guidance update & the TAC Window 5 2025 application. We encourage you to email your questions ahead of office hours to allow us time to bring our best answers.
 - Please sign up for office hours here:
 - [TAC Window 5 2025 Office Hours Registration Link](#)

Criteria for Application Evaluation

TAC will weigh several criteria when selecting TA recipients. The application will have questions that provide an opportunity for applicants to demonstrate their alignment with the criteria. There will be separate criteria for the grant identification application, and the grant writing/match funding application.

Grant identification support evaluation criteria

1. **Project Quality:** Does the project have a clear, detailed and compelling project description? Is it innovative and collaborative?
2. **State priorities:** Assess whether the project aligns with state priorities. (These are listed in a drop-down list within the application.)
3. **Project readiness:** Assess the extent to which the project proposal has undergone pre-development work. Projects do not need to demonstrate full readiness to be competitive; TAC will use this information to understand the services needed.

Grant writing and match funding support evaluation criteria

1. **Project quality and project alignment with Federal Grant criteria:** Detailed, clear and compelling project description. Assess the project's fit with the requirements and goals of the federal grant targeted. Is the applicant eligible to apply? Is the project an eligible activity of the grant?
2. **State priorities:** Assess whether the project aligns with state priorities.
3. **Applicant need:** Assess whether applicant has demonstrated need for requested TAC support.
4. **Project readiness:** Assess the extent to which the project proposal has undergone pre-development work. Projects do not need to demonstrate full readiness to be competitive; TAC will use this information to understand the services needed.
5. **Match funding considerations:** Is the match request reasonable? (Considering TAC has a limited amount of match to reserve and strives to disperse support geographically.) Has the applicant identified other sources of match? (TAC will not typically reserve 100% of the local match requirement. Applicants should demonstrate they have accessed and/or exhausted all possible match sources.)

FAQs

Application process

1. Q: I'm a local government unit, but not an MPO/RPA. How do I apply?
 - a. To apply for TAC support for a transportation project, you will need to coordinate with your local planning organization (MPO/RPA) and receive a letter of support from them confirming that they have reviewed and selected your project to be submitted to TAC. When you have received the letter of support, you will then use the application links in the TAC Window 5 2025 section of the document to apply. Please see the list of MPOs/RPAs to find your local planning agency.
2. Q: I'm an MPO/RPA. Can I apply for TAC myself?

- a. No, but you will choose the projects and grants from your community to be considered by the TAC for technical assistance. MPOs/RPAs are asked to coordinate with member localities/organizations to prioritize projects that will then be submitted for consideration. Localities will be responsible for submission, and MPOs/RPAs should provide letters of support. MPOs/RPAs can help municipalities submit their application for technical assistance. They can also participate in the technical assistance process. But there must be a municipality or eligible community entity that is the applicant for the technical assistance, and that entity must be able to participate in the technical assistance process.
3. Q: I'm a rail operator. How do I apply?
 - a. If you are working with a local government agency, please apply in coordination with their MPO/RPA. If you are not working with local government, please coordinate with the MDOT rail office.
4. Q: How often can an eligible entity apply for support? How many projects can I submit per cycle?
 - a. You can apply in multiple windows and there is no cap on how many applications you can submit per window. We highly recommend to only submit applications for projects and grants that are top priorities across the region, and ensuring they align with the application criteria provided. If you need help prioritizing projects and grants, please contact us.
5. Q: Can I apply for more than one type of support service in a window?
 - a. Yes.
6. Q: What if the grant I'm interested in isn't available in the list of eligible grants?
 - a. Please reach out to TAC directly to discuss additional grants.
7. Q: What kind of grants do you support?
 - a. TAC is currently providing support for federal infrastructure grants funded by IIJA/BIL and IRA. Please reach out to TAC directly to discuss additional grants.
8. Q: Do I need to pay anything out of pocket or up front?
 - a. If you work directly with TAC, you will not pay for services out of pocket or up front.
9. Q: Is this Guidance fully replacing the previous guidance on technical assistance support?
 - a. Yes, please use this document as the new technical assistance guidance moving forward.

TAC Services

10. Q: I have a project but don't know what grant I want, what should I do?
 - a. Apply for TAC grant identification support.
11. Q: I know what grant I want to apply for, but I don't have a project in mind, what should I do?
 - a. Please develop a project idea that aligns with the TAC project criteria before applying for technical assistance or reach out directly to TAC to discuss future support offerings.
12. Q: I only need match funding, what should I do?
 - a. Apply for just TAC match funding.
13. Q: How does match funding work?
 - a. If your organization is chosen for match funding support, TAC will earmark your funding, and you'll receive it if you win the grant. If you do not receive the grant, you will not receive the funding, and it will be returned to the TAC funding pool.
14. Q: How does applying for match funding and grant writing together work? What happens if I get one but don't get the other?
 - a. There is one application form for grant writing and match funding support. On the form, you will note whether you are applying for grant writing, match funding, or both.
 - b. If you apply for both types of support and TAC can only offer one, TAC will discuss whether that option still meets your needs.
15. Q: Are there other types of service offered?
 - a. The TAC initial offerings are the three listed in the "Services" section of the document: grant ID, grant writing, and matching funds. Please reach out if there are additional services you think TAC should consider.
16. Q: Is reporting required if I receive TAC support?
 - a. The TA provider will work with you to report progress to MIO TAC during the service delivery process.

- b. Each recipient will be asked to complete a feedback form at the completion of technical assistance, and each recipient will be expected to report if the grant was awarded or not.

Key Contacts

Kristin Brady, Director
Technical Assistance Center
Michigan Infrastructure Office
BradyK4@michigan.gov

Scan below or [click here](#) to go to MIO TAC website:



List of MPOs/RPAs

Name of planning organization	Type	Counties (or municipalities)	Website
Battle Creek Area Transportation Study	MPO	City of Battle Creek, Springfield City; Townships of Bedford, Emmett, Pennfield, Leroy	https://www.bcatsmpo.org/
Bay County Area Transportation Study	MPO	Bay City, Essexville, Bangor, Monitor, Hampton, Portsmouth, Kawkawlin, Frankenlust	https://www.baycountymi.gov/Transportation/
Central Upper Peninsula Planning & Development Regional Commission	RPA	Alger, Delta, Dickinson, Marquette, Menominee, Schoolcraft	https://cuppad.org/
East Michigan Council of Governments	RPA	Arenac, Bay, Clare, Gladwin, Gratiot, Huron, Iosco, Isabella, Midland, Ogemaw, Roscommon, Saginaw, Sanilac, Tuscola	http://www.emcog.org/
Eastern Upper Peninsula Regional Planning & Development Commission	RPA	Chippewa, Luce, Mackinac	https://www.eup-planning.org/
Genesee County Metropolitan Planning Commission	MPO	Genesee County	https://gcmpec.org/

GLS Region V Planning and Development Commission	RPA	Genesee, Lapper, Shiawassee	https://gcmpc.org/region-v-planning-and-development-commission
Grand Valley Metro Council	MPO	Allegan, Barry, Ionia, Kent, Montcalm	https://www.gvmc.org/about-mpo
Kalamazoo Area Transportation Study	MPO	Cities of Kalamazoo, Portage, Parchment, Galesburg; Counties of Kalamazoo, Van Buren	https://www.katsmpo.org/
Macatawa Area Coordinating Council	MPO	Holland, Zeeland	https://www.the-macc.org/
Midland Area Transportation Study	MPO	Midland County, City of Auburn, Williams Charter Township, Tittabawassee Township in Saginaw	https://www.midlandmpo.org/
Networks Northwest	RPA	Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, Wexford	https://www.networksnorthwest.org/
Northeast Michigan Council of Governments	RPA	Alcona, Alpena, Cheboygan, Crawford, Montmorency, Oscoda, Otsego, Presque Isle	https://www.discovernortheastmichigan.org/nemcog.asp
Region II Planning Commission	RPA	Hillsdale, Jackson, Lenawee	https://www.region2planning.com/
Saginaw Area Transportation Agency	MPO	Saginaw County	https://satampo.org/about-sata/
Southcentral Michigan Planning Council	RPA	Barry, Branch, Calhoun, Kalamazoo, St. Joseph	https://smpcregion3.org/
Southeast Michigan Council of Governments	MPO and RPA	Livingston, Macomb, St. Clair, Monroe, Oakland, Washtenaw, Wayne	https://www.semcog.org/about-semcog
Southwest Michigan Planning Commission	RPA	Berrien County; Cass County; Van Buren County; Twin Cities Area Transportation Study; Niles, Buchanan and Cass Area Transportation Study	https://www.swmpc.org/
Tri-County Regional Planning Commission	MPO and RPA	Clinton, Eaton, Ingham	https://www.mitrpc.org/
West Michigan Metropolitan Planning Program	MPO	Muskegon and Northern Ottawa County	https://wmsrdc.org/program/transportation/services/
West Michigan Regional Planning Commission	RPA	Allegan, Ionia, Kent, Mecosta, Montcalm, Osceola, Ottawa	https://wmrpc.org/
West Michigan Shoreline Regional Development	MPO AND RPA	Lake, Mason, Muskegon, Newaygo, Oceana	https://wmsrdc.org/
Western Upper Peninsula Planning & Development Regional Commission	RPA	Baraga, Gogebic, Houghton, Iron, Keweenaw, Ontonagon	https://www.wuppdf.org/

Guide to WizeHive Online Application Portal

1. Go to the WizeHive MIO TAC web portal: [Online TAC Support Application Window 5 2025](#)
2. Create a new account (once you have made the account, you will continue to use it to log in)

Sign In

Email

Password

Log In

Forgot your password?

Need an Account?

Sign Up

3. Create your profile. You can edit your profile at any time.
4. Your dashboard is where you can edit your profile and find all of your applications. In the example below, the applicant has 3 applications. Start an application.

Profile Complete

Edit

Now that you have created your profile, you can begin the submission process. Click the submission card below to get started. At any point in the process, you can return to the homepage to view the status of your submission and actions required.

- Status bar is **blue**, there is an action required. Click on the Card to complete.
- Status bar is **red**, there is an error. Please reach out to the Administrator of this program.
- Status bar is **gray**, your submission is under review or completed and no action is needed.

Add Another

- - Project 3	- - Project 2	- - Project 1
Created on 12/14/2023	Created on 12/14/2023	Created on 12/14/2023
Application In Progress	Application In Progress	Submitted for Review

5. Start with the name of the project your application is about and identify the type of support you are applying for. You can apply for more than one type of support and/or more than one project, but each must be on different application. You can submit a maximum of 5 applications.

Project name *

Example

Which type of support are you applying for? (Please note that Grant ID is not an ongoing engagement of support, but rather a one-time scan to assess grants that would be suitable for a project. Once a grant is identified, a community may still want to have technical support to write the grant, at which point they are welcome to apply for additional assistance from MIO TAC.) *

IMPORTANT: Please make sure to only fill out one type of support per application. If you fill out both types, it will overwrite one of them.

☒ Grant writing and/or match funding

☐ Grant identification

6. Mandatory fields are marked with a red asterisk
7. Please list the supporting entity and include a letter of support for the specific project (see the **Eligibility** section of this document). Optional: list any co-applicants.
8. Fill out the rest of the form
9. You can save draft at any time using the “Save Draft” button; the application will not automatically save without clicking the button. **We recommend you save your draft frequently.**

Save Draft Mark Complete

10. If at any time you wish to return to your home dashboard, click the link at the top of the application page. The home dashboard is also where you can create a new application.

MIO TAC 2025 W5 Application > Project - Example > MIO TAC 2025 W5 Apps Draft

MIO TAC 2025 W5 Apps ▾

When you are ready to submit this step, please click the blue "Save" button at the bottom of the page.

- You can save this form as a draft at any time by clicking "Save Draft" at the bottom of the page.
- When you have completed all required items, please click the "Mark Complete" button at the bottom of the page.

NOTE: When you have completed all required steps, be sure to click "Submit" on the next page.

11. To submit the application, you must click the “mark complete” button at the top or bottom of the application page and then submit on the next page.

Save Draft Mark Complete

Project - Example Order by: Newest to Oldest ▾

First Stage

Below you will find a section for each step that needs to be completed for this for you to submit your information. If action is required, click "Open" to complete the section. IMPORTANT: Once you have completed all required items for this step, be sure to click "Submit". Before submitting, you will be able to edit any section. Once you've submitted, you will be unable to make any changes.

MIO TAC 2025 W5 Apps Complete Edit

Click "Open" to complete the next step.

- If you have saved or completed this step, you can click "Edit" to make changes before submitting.
- Once you have submitted, you will be able to view but not make changes.

Submit

12. You will receive confirmation of submission. You can edit your application up until the application deadline, even after submitting. You can also view your completed application.

