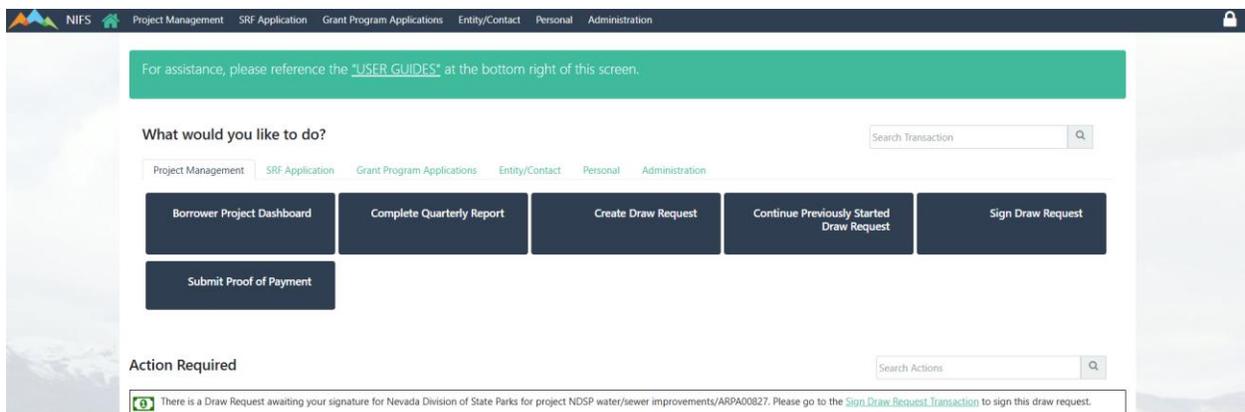


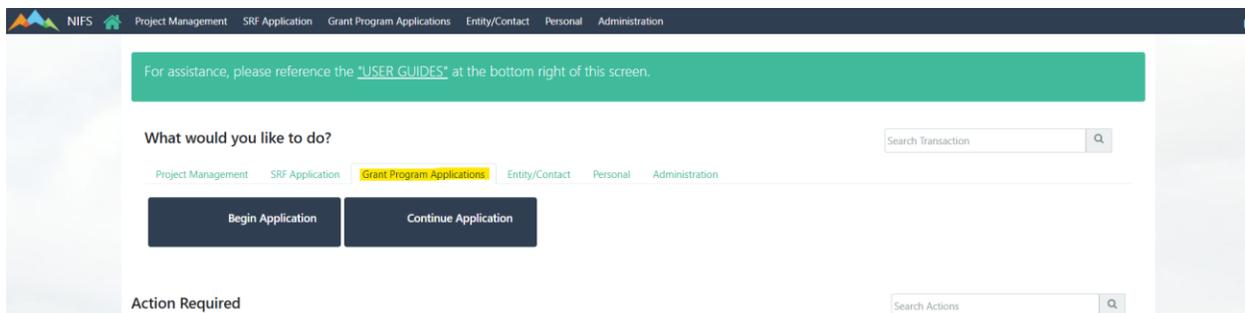
Submitting a Grant Application:

Conserve Nevada uses the [Nevada Infrastructure Finance System \(NIFS\)](#) to manage grants all grant transactions can be managed through that system. To get started in NIFS use these [instructions](#). Please note once you have setup an account you will need to email your grant program for access (Conserve Nevada: ConserveNevada@dcnr.nv.gov). To gain access to the system.

1. Once you have your login credentials and an administrator has assigned you both an entity role in the system and the appropriate role for the specific grant, you will be able to access the grant application. **If you created an account but have not informed the grant program to set up your user privileges, you will not be able to access a grant application.**
2. The new user screen will look like this:

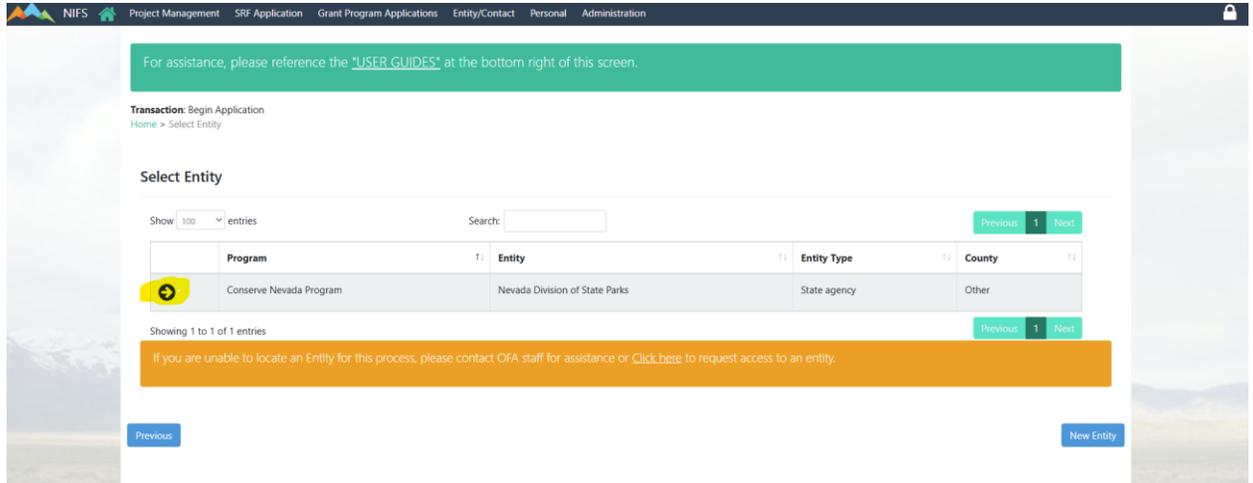


3. Click on **“Grant Program Application”** for all non-SRF applications:

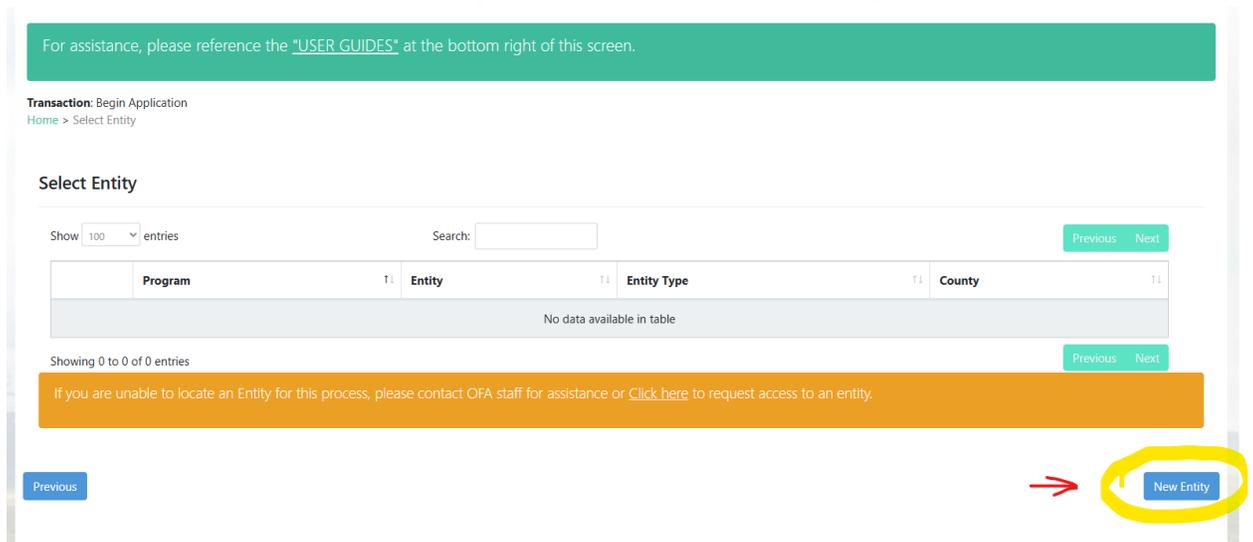


4. If you are returning to an existing application, select **“Continue Application.”** If you are starting a new application, select **“Begin Application.”**

- Once you select **“Begin Application,”** you will be taken to the start of the application. If your organization has applied to NIFS before, your entity and the corresponding grant program will appear below. Click the arrow next to the grant program to proceed. If you are a new applicant, continue to Step 6.



- New entities are organizations that have never applied before. If your organization has applied in the past but you do not see an option to proceed, contact the grant program so your user role can be linked to your organization (entity). If you are a new entity that has never applied through NIFS, click the **“New Entity”** button.



- New entities should follow the **“Register Entity”** steps to get setup. Once registered notify the program.

Register Entity

This registration process is for entities located within Nevada. If your entity is not located in Nevada, please contact OFA Staff at (775) 687-9436 or ndep-ofa@ndep.nv.gov.

Entity	<input type="text"/>
Entity Type	<input type="text" value="County"/>
Program Type	<input type="text" value="Brownfields Revolving Fund"/>
County	<input type="text" value="Carson City County"/>
Address 1	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text"/>
Zip Code	<input type="text"/>
Phone #	<input type="text"/>
Fax #	<input type="text"/>
Email	<input type="text"/>
Website	<input type="text"/>

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