

How to Initiate an Application in TDA-GO

Launch TDA-GO and Login

Launch <https://tda-go.intelligrants.com>. Login with your username and password.

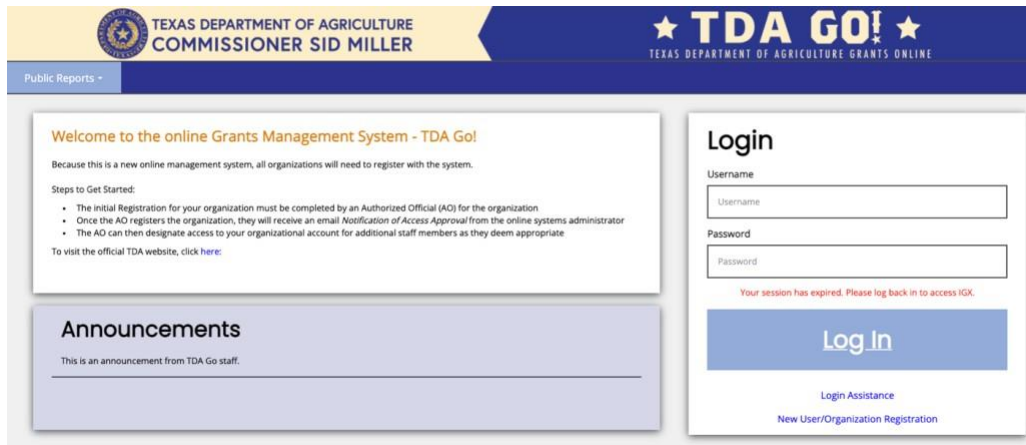


Figure 1. Launch TDA-GO and login

TDA-GO Dashboard

After logging in, your Dashboard will appear. **My Tasks** are documents/applications that are in process; **My Opportunities** are blank grant applications.

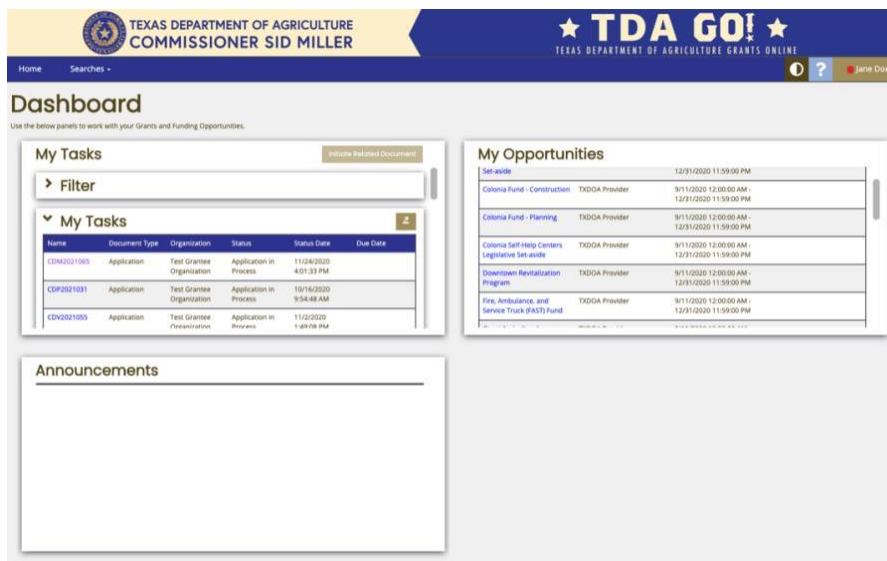


Figure 2. TDA-GO Dashboard

Navigate to the **My Opportunities** panel of the dashboard and find the application you would like to begin and click on the link. Once selected, a brief description and agreement language appears. Read the description and agreement language and click “Agree” to initiate the application.

NOTE: Only the Authorized Official or local staff Project Director for the applicant community can initiate a new application. Please reach out to TDA staff for technical assistance with this process.



Figure 2. Read and select Agree

The Document Landing Page appears.

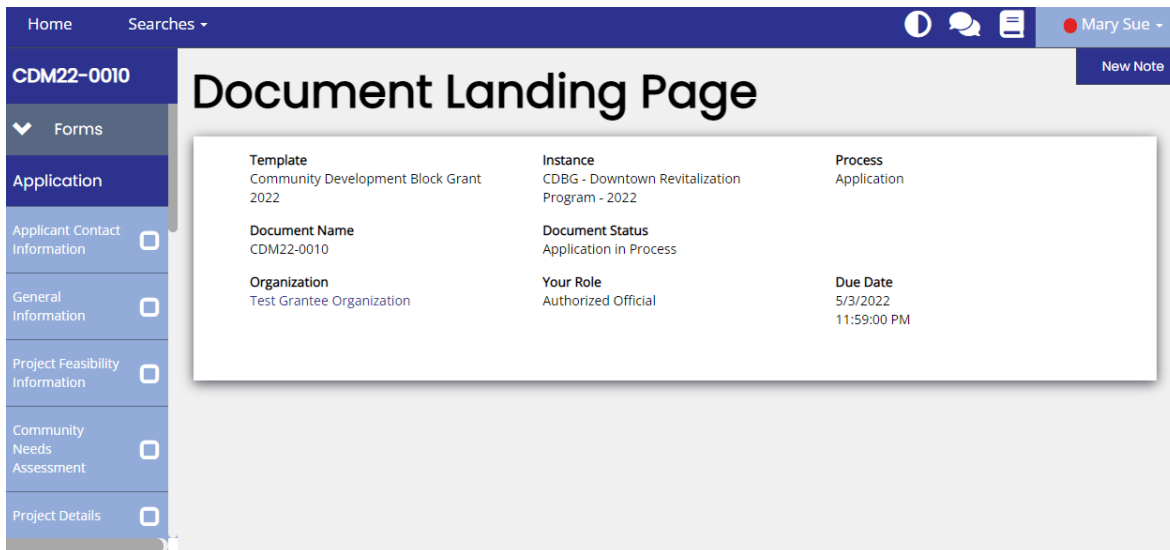


Figure 3. Example of a document landing page

The left column has the document number at the top, then four drop-down menus: **Forms**, **Tools**, **Status Options**, and **Related Documents**.