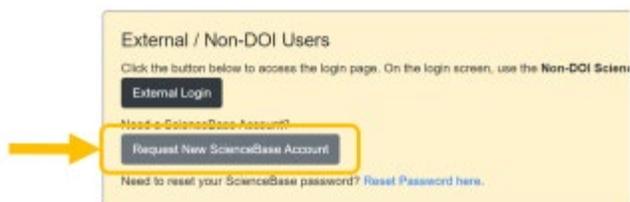


APPENDIX

USGS ECO Opps Registration:

You must setup a new ScienceBase Account at <https://sciencebase.usgs.gov/eco-opps> in order to access the ECO Opps platform. Setting up a new ScienceBase Account instructions are provided below:

Go to [X] and click “Request New ScienceBase Account”



Fill out the form and click “Send New User Request Information”. Once the form has been successfully submitted, you will see a message confirming this submission. If you get a message that the “user email already exists”, please follow the directions for Existing Users (below) and/or reset your password.

After submitting the “Request New Account” form, look for an email from sciencebase@usgs.gov. Click to confirm the registration. Once you click the confirmation link in the email, an administrator will need to approve your account. **This process can take up to 24 hours, so you will need to submit at least 24 hours before you plan to begin the application process.**



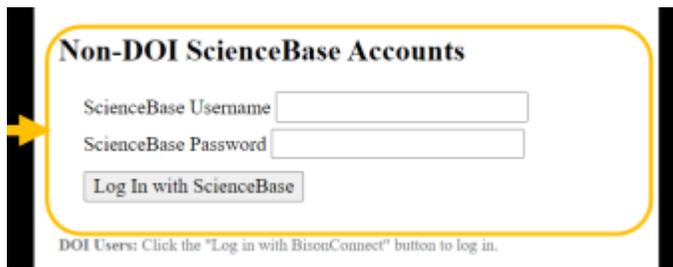
Once your account is approved, you will receive a second email from sciencebase@usgs.gov with your username, a temporary password, and a link to change your password.



External Users with Existing Accounts: if you are an external user (not a DOI or Bureau employee) and have an existing account in ECO Opps, go to [X] and click “External Login”.



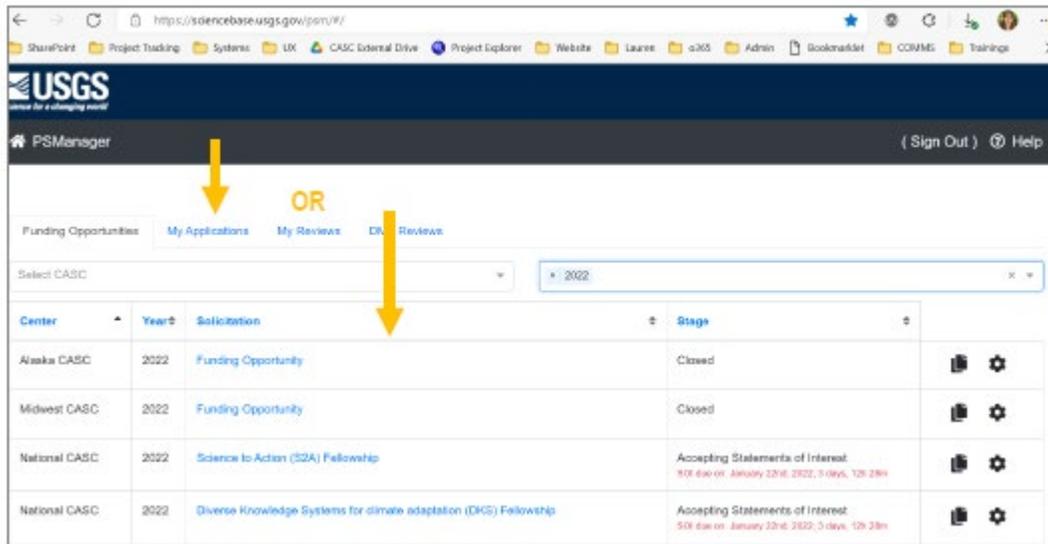
On the Login Screen, use the “Non-DOI ScienceBase Accounts” section to log in to ECO Opps. The Username = the email address associated with your account, while the Password is one that you have created. You should have previously replaced the given temporary password with your unique password.



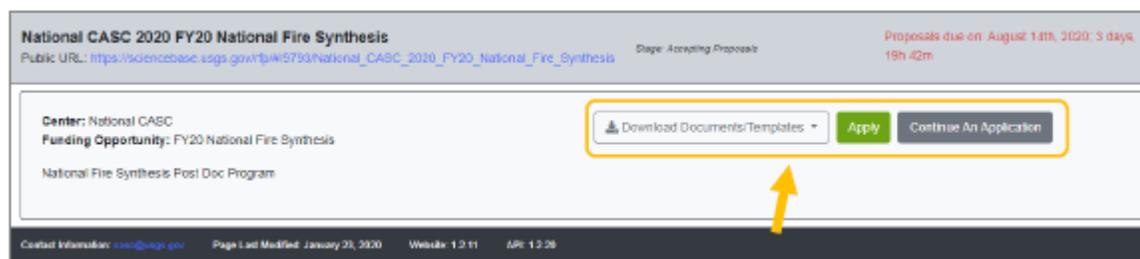
Please see the instructions on the next page for information on how to apply.

Application Process:

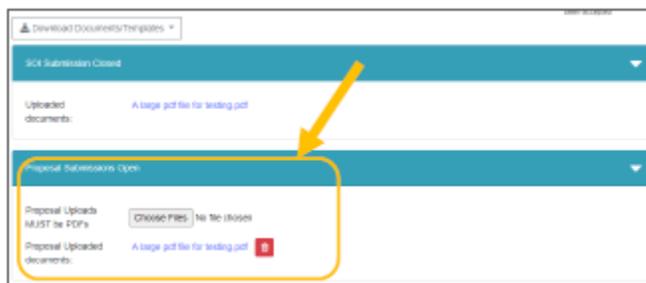
Once you are able to login, you will be able to see the live solicitation events and can search by event name to find the BIA TCR Annual Awards Program solicitation.



After clicking on the correct event name, you may download the full solicitation and/or other materials.



Your full proposal documents may be uploaded to your application on the application page.



On the submission page, follow the on-screen instructions to complete the application and upload the necessary documents. The “Submit Application” button will not be available until all required fields are completed. Make sure to click “Submit Application” button once you are done.

After submitting, you may return, edit your application, and re-submit until the submission due date has passed. You may also save and return if you should need to exit out before you submit. Ensure to only include one application per Category – do not try to submit multiple Category submissions in to one application. There is a separate event for each Category.

Center	Year	Solicitation
Alaska CASC	2022	Funding Opportunity

OR