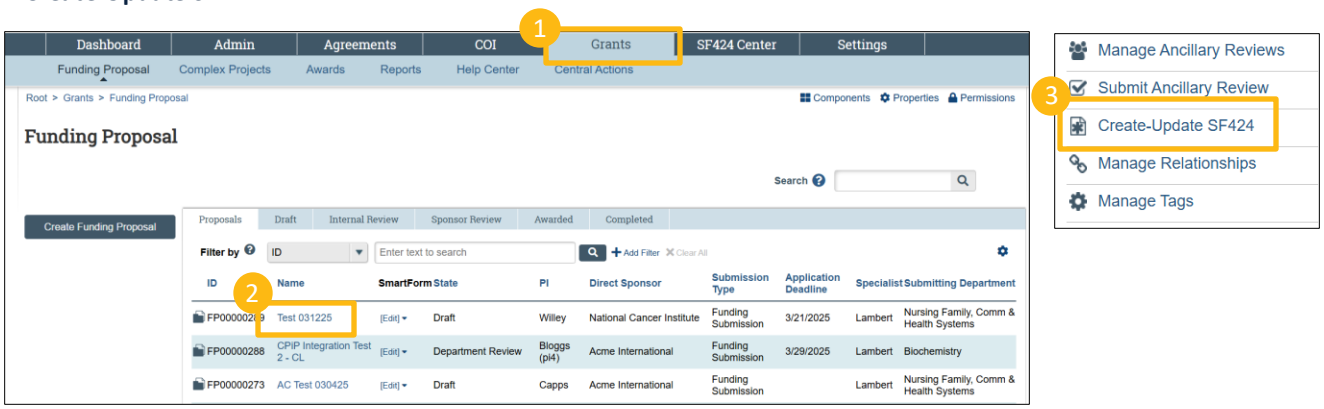
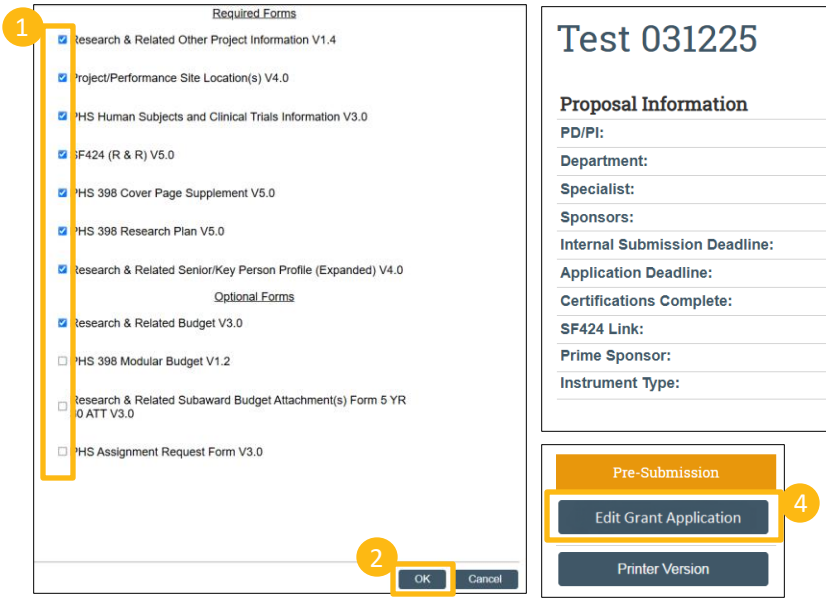
# Create or Update SF424 Forms

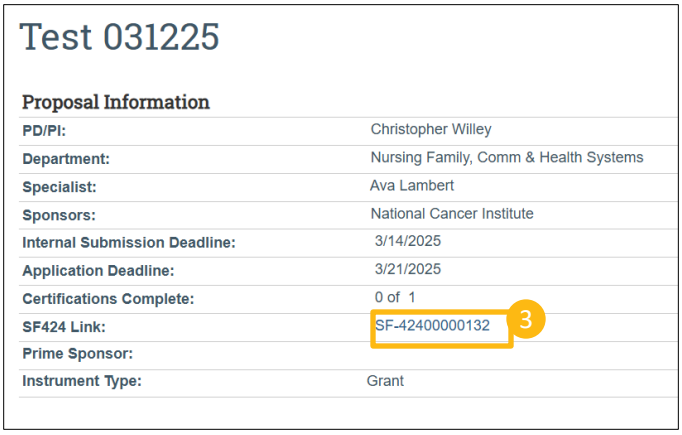


1. **On the Grants page, click on the proposal you want to create or update an SF424 form for. Then click Create-Update SF-424**




2. **A list of required and optional SF424 forms will appear in a new window. Select the needed forms and click OK. A Success alert will appear when the system has created or updated the selected forms. To open the SF424 Workspace, click on the SF424 Link. Then click Edit Grant Application.**







3. **On the Select Optional Forms page, select any optional forms to include in the SF242 application if you did not previously select them in step 2, or if you need to update a previous selection. Click Continue and add or modify data in the SF424 forms as needed. On the final page, click Finish to return to the SF424 workspace. After completion, click Validate Submission to check for errors. Click the links to correct any errors.**

