User Guide: How to Give Feedback on the Federal Grants Management Draft Data Elements

1. Create a (free) GitHub User Account

1.1 Visit GitHub and select "Sign Up" to create a free account.

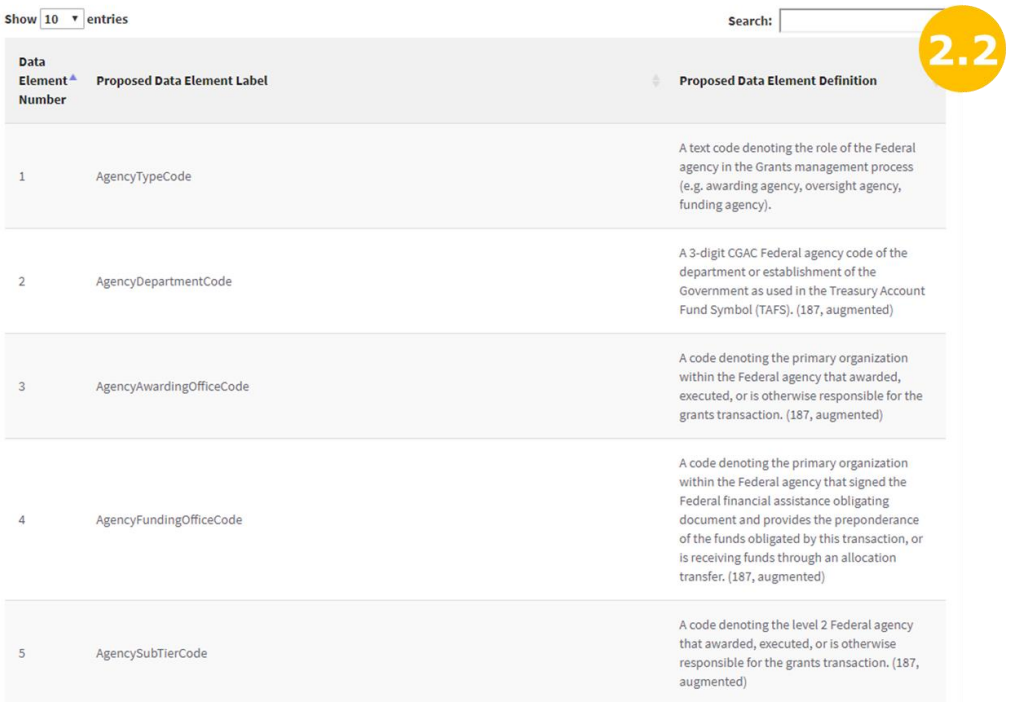
1.2 Enter a unique username and an email address to create an account.

1.3 Complete the account verification and log in with your new account.

2. Explore all 426 Draft Data Elements

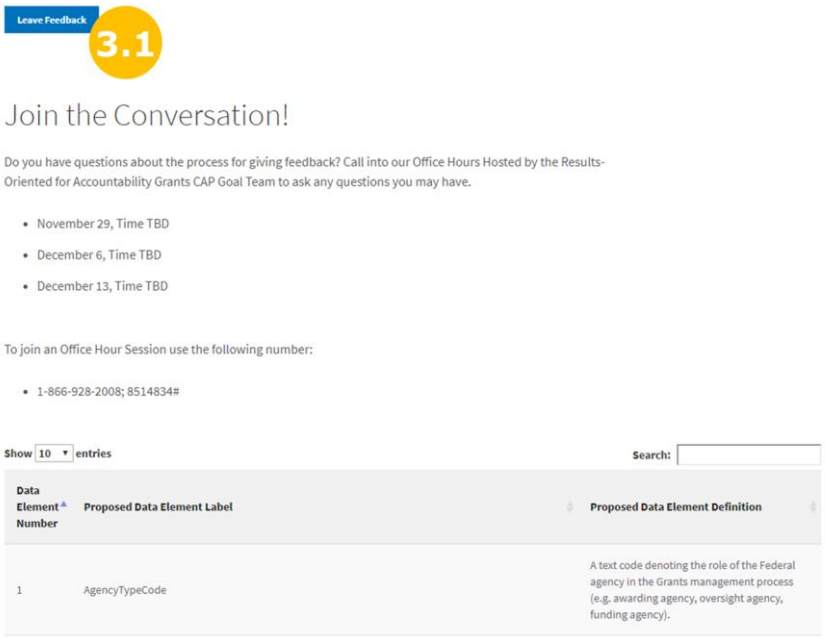
2.1 The page default displays ten data elements at a time.

2.2 The search bar in the top right can be used to search for a keyword within data element language. Searching for a keyword will display all references for that keyword in the table.

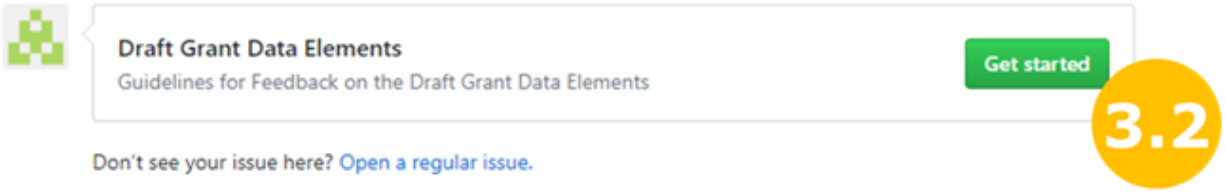


3. Leave Feedback on Data Elements

3.1 To leave feedback on a data element, select the "Leave Feedback" button above the top left of the table.

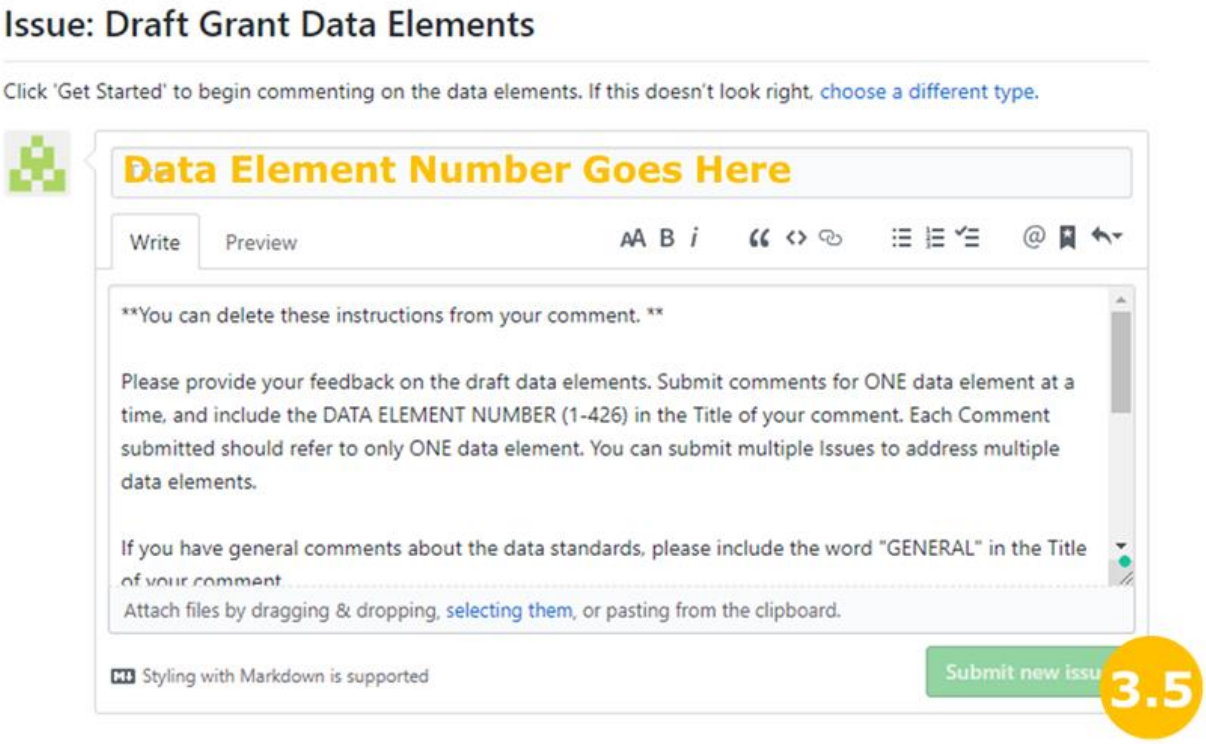


3.2 A new tab will open. Select the green "Get started" button.



3.3 Add your comments in the comment box. It's important to note which data element you are commenting on. To ensure your feedback is incorporated accurately, please do the following:

- Comment on only one data element per Issue Submission;
- Include the number (1 - 426) that corresponds with that data element you're commenting on in the "Title" field;
- If you have general feedback to submit about the data standards overall, include the word "General" in the "Title" field

3.4 Toggle back to the Draft Grants Data Elements Feedback main page in the previous tab to review content and data elements.

3.5 Select “Submit New Issue” once you’ve completed your comments on that data element. Begin another issue to leave feedback on another data element.