

U.S. Department of Transportation
Aviation Manufacturing Jobs Protection (AMJP) Program
Application Process Overview

Six basic steps:

1. Read the Federal Register notice (and any FAQs that may be published).
2. Complete the pre-screening tool, and then use link to GrantSolutions.
3. Create a user account on the GrantSolutions platform.
4. Download the fillable PDF file.
5. Input all required information.
6. Upload the completed PDF file into the GrantSolutions platform (along with all required documentation).

Critical notes:

1. You **MUST** complete the application form by filling in the fields as stated.
2. You **MUST** upload the application into the GrantSolutions system.
3. You **MUST NOT** submit the application via any other means.
4. You **MUST NOT** attempt to modify the application file in any way.
5. You **CANNOT** change the application after submitting it. You may submit a replacement application, but you cannot revise an earlier one.

Other key tips:

1. This is not a first-come, first-serve process. There is no benefit to completing an application early or before anyone else.
2. Review all forms, instructions and supporting documentation carefully before submitting.

Navigating the GrantSolutions application system dashboard

After completing Steps 1 through 3, download the fillable PDF file:

Information for the Applicant	Enclosure(s)	Attachment(s)	Status
IMPORTANT: READ CAREFULLY BEFORE PROCEEDING This section of the table provides links to the AMJP application, application instructions, and sample supporting documentation. Click "View Original Version" to download a fillable PDF application.		N/A	<input type="checkbox"/>
★ ***WARNING: Do NOT click "View PDF" as the form will not be fillable and will not be accepted.***		N/A	<input type="checkbox"/>
AMJP Application and Instructions. Click "View Original Version" to download the instructions along with the application as a fillable PDF.	View PDF View Original Version	N/A	<input type="checkbox"/>
Sample Supporting Documentation. This file provides supplemental information to help applicants identify and provide the requested supporting documentation.	View PDF View Original Version	N/A	<input type="checkbox"/>

Complete the form and upload it into the system with supporting documents:

Additional Information to be Submitted	Enclosure(s)	Attachment(s)	Status
IMPORTANT: READ CAREFULLY BEFORE PROCEEDING This section of the table provides placeholders for uploading the completed AMJP application and supporting documentation. ALWAYS upload files by clicking the "Uploaded Files" link.		N/A	<input type="checkbox"/>
★ ***WARNING: DO NOT click "Mail-in Items". DOT is NOT accepting any AMJP documentation via mail-in.***		N/A	<input type="checkbox"/>
Completed AMJP Application (REQUIRED)		1 Uploaded Files 0 Mail-in Items	<input checked="" type="checkbox"/>
Question 1 Attachments (AS APPLICABLE)		0 Uploaded Files 0 Mail-in Items	<input type="checkbox"/>
Question 3 Attachments (REQUIRED)		0 Uploaded Files 0 Mail-in Items	<input type="checkbox"/>
Question 4 Attachments (REQUIRED)		0 Uploaded Files 0 Mail-in Items	<input type="checkbox"/>
Question 5 Attachments (REQUIRED)		0 Uploaded Files 0 Mail-in Items	<input type="checkbox"/>
Question 8 Attachments (REQUIRED)		0 Uploaded Files 0 Mail-in Items	<input type="checkbox"/>
Question 9 Attachments (REQUIRED)		0 Uploaded Files 0 Mail-in Items	<input type="checkbox"/>
★ ***WARNING: Do NOT click the "Verify Submission" button below until you have uploaded the completed AMJP application and supporting documentation. You can return to this screen at any time and your prior uploads will be saved.		N/A	<input type="checkbox"/>
★ ***IMPORTANT: To transmit your COMPLETED application to DOT for processing, click the "Verify Submission" button below. Click the "Final Submission" button on the next screen. You will receive a confirmation screen and application number.***		N/A	<input type="checkbox"/>