

Instructions for accessing AHSC Program application information via the Financial Assistance Application Submittal Tool (FAAST)

Access the [FAAST Public Portal](https://faast.waterboards.ca.gov/PublicInterface/PublicSearch.aspx) at via this hyperlink:

<https://faast.waterboards.ca.gov/PublicInterface/PublicSearch.aspx>

FAAST FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL

Public View of Applications Submitted Online

There are three ways to search on the Public Search Tool Page:

1. Search for applications using filter criteria such as: Request for Proposal (RFP) name, grant program, phase, project location (Regional Water Board, legislative district) and status;
2. Search for applications by applicant (organization) name or key words(found in the project description); or
3. Search for a specific application by entering the Proposal Identification Number (PIN) or grant agreement number.

In order to query the FAAST system, click the "Search for Application(s)" button (pressing the "Enter" button will not search for applications).

To view the application in it's entirety, please click the PIN in the left most column.

Please note: Not ever loan and grant program administered by the State Water Board's Division of Financial Assistance uses FAAST as its method of application submittal. Applicant organizations are responsible for the accuracy and completeness of the information provided.

The screenshot displays the '1. Search for Applications' section of the FAAST Public Search Tool. It features several dropdown menus for filtering search results: RFP/PSP Name (set to 'All RFP's'), Grant Program (set to 'All Grant Programs'), Phase (set to 'All'), Project Location (County) (set to 'All Locations's'), Legislative Districts (Senate: 'All', Assembly: 'All', US Congressional: 'All'), Primary Regional Board (set to 'All Region Board's'), Proposal Status (set to 'All Submitted'), and Sort By (set to 'PIN #'). Below the search filters are three navigation tabs: '2. Search Applications by Applicant or Project Description', '3. Search Applications by PIN', and 'Total Visitors'. The first tab is currently selected.

Steps to Access FAAST:

- 1) Under "1. Search for Applications" choose the RFP/PSP Name "Affordable Housing and Sustainable Communities (AHSC) Program FY 16/17 Round 4 NOFA"

You may then query the information in a variety of different ways:

- By Proposal Status: allows users to filter for only those applications which were awarded funds
- Other: Depending on the parameters chosen above, users may sort by PIN number, Proposal Title, Applicant or County.

- 2) Once selections have been made, scroll to bottom of page and select "Search for Applications"

- 3) Once the list of applications populates, click on the associated PIN number in the far left column to access application information.

For questions about navigating the FFAST system, please call 1-866-434-1083, or email: FAAST_admin@waterboards.ca.gov. All emails should include the following subject line: "AHSC: _____". Emails should include the Proposal Identification Number (PIN) (if known).

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