NEW YORK STATE | Division of Criminal Justice Services

A GMS Attestation Letter is necessary for any company or individual that is submitting GMS Registration Forms on behalf of another applicant/grantee. Please see the DCJS Website for further instruction.

GMS USER REGISTRATION

In order to complete grant applications on-line to DCJS, your agency must register with the GMS system. Do so by downloading this form and clicking the submit button once all required fields of the Registration Request form are complete. When your request has been processed, you will be sent a username and instructions.

Please allow 3-5 business days for your Registration Request to be processed.

Registrant Information (all fields are required): SUBMIT

Agency:

EIN (Tax ID#):

NYS Vendor ID* (required):

*If you do not have a Vendor ID, or are unsure whether you have one, access the OSC Vendor Guide for guidance.

Registrant:

Title:

Address:

Address2: (if applicable)

City/State:

Zip:

Email:

Phone: (Ex.: (555) 111-1111)

DCJS #s of Current Grants: (if applicable)

Are you replacing a prior User?

If yes, please give name:

NOTE: If DCJS does not have an IRS form W-9 (Request for Taxpayer Identification Number and Certification) on file for your agency you must also complete one. Download the form at www.criminaljustice.ny.gov/ofpa/applcntgrntfrms.html. Scanned signatures are acceptable. Submit the IRS W-9 form via email attachment to funding@dcjs.ny.gov . In the event the above submit button does not work, please also use this email address to forward this form.

Indicate here that form W-9 has been completed and emailed: