

# Euna Grant Management System

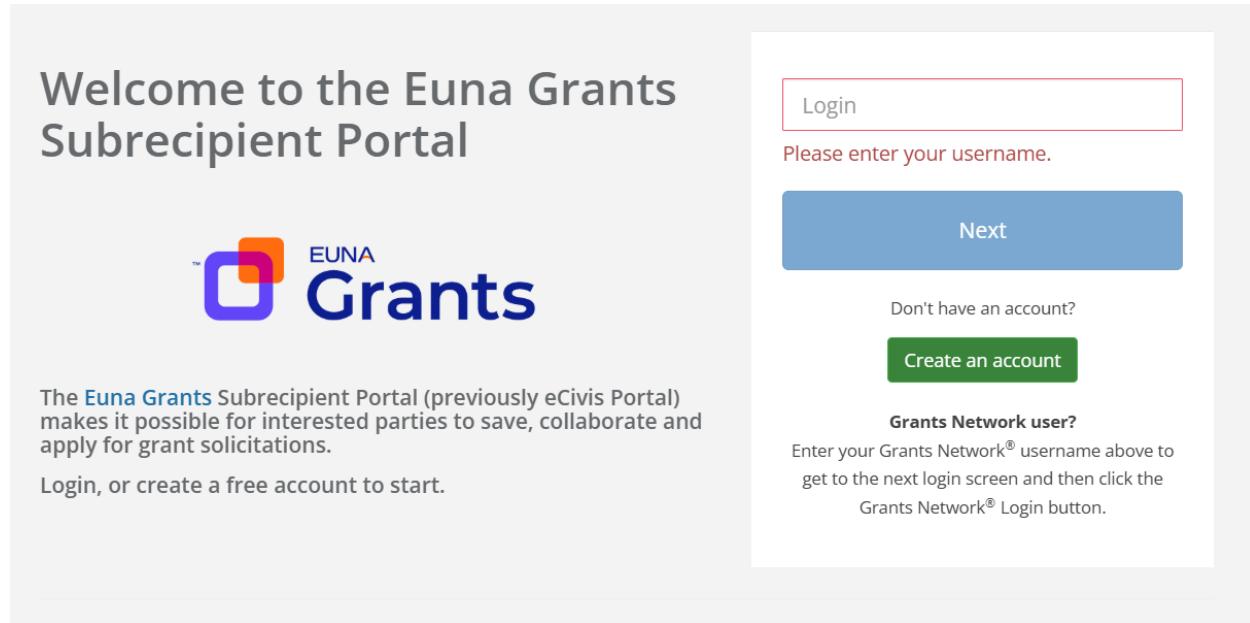
Euna (formally eCivis) is the grant management system used by the State that tracks grants from application to close-out. The Office of Judicial Administration (OJA) will continue to administer the following grants through Euna:

- Court Alcohol and Drug Program grants and scholarships
- IOCS Pretrial grants
- IOCS Problem-Solving Court grants

Applications for these grants must be submitted electronically through the Grants Portal.

## Creating an Account

First time Euna users will need to set up a Grants Portal account. New account setup requires a name, email, and password. There is no cost to set up a Grants Portal account. Create an account from the main Euna Portal page at <https://portal.ecivis.com/>.



Welcome to the Euna Grants Subrecipient Portal

**EUNA**  
**Grants**

The **Euna Grants** Subrecipient Portal (previously eCivis Portal) makes it possible for interested parties to save, collaborate and apply for grant solicitations.

Login, or create a free account to start.

**Login**

Please enter your username.

**Next**

Don't have an account?

**Create an account**

**Grants Network user?**  
Enter your Grants Network® username above to get to the next login screen and then click the Grants Network® Login button.

After creating an account and logging into the Grants Portal using “Portal Login,” users can add information to build-out their user profile, including organization-specific information like name, address, website, UEl number, etc.

## Training Available

The **Training Materials** tab at <http://www.in.gov/sba/grants/resources-for-subrecipients> offers user guides for each step in the grant cycle as well as videos showing how to set up a portal account, submit an application, submit reports, and close out the grant at the end of the grant cycle.

Note that with Euna, “subrecipients” and “state grant recipients” are considered the same.

Additionally, the State Budget Agency hosts office hours for applicants/subrecipients on the first and third Thursdays of each month for 1 hour starting at 1:00 p.m. (Eastern). See details on the prescheduled topics for demonstration, learn more about timing for the office hours, and find the link to join at <https://www.in.gov/sba/grants/grants-management-workshops/>.

## Finding Grants

The **Grant Opportunities** tab at [https://www.in.gov/sba/grants/resources-for-subrecipients/#tab-717686-3-Grant\\_Opportunities](https://www.in.gov/sba/grants/resources-for-subrecipients/#tab-717686-3-Grant_Opportunities) lists all open grant applications. Look for “OJA – Indiana Supreme Court - Fiscal” to find OJA’s grants. Please review each specific grant’s eligibility guidelines that applicants must meet to apply.

### Application section naming convention:

Please title the Project as follows for each application:

- Pretrial Grants:(Name of County) County Pretrial Services CY 2027  
**Ex: XYZ County Pretrial Services CY 2027**
- Problem-Solving Court: (Name of County) County (Court Model) Court  
**Ex: XYZ County Reentry Court CY 2027**

## Grant Awards

Upon final agency approval of an award, successful grant recipients will receive two emails.

1. “Application Award Notification” notifies grant recipients of the award decision and includes a link to the Euna Portal where they will accept their award.
2. The second email contains a link to the Euna Portal where grant recipients manage their post-award activities. The grant agreement will be emailed separately through DocuSign after the award notice has been accepted.

After selecting the correct award from the My Awards list, grant recipients can view the details of a particular grant on the Award Dashboard. The *Award Dashboard* tab contains the tools grant recipients will use to manage their awards.

Notice of awards will be made before 8/31/2026 through Euna and grant agreements including an award letter will be sent through DocuSign.

## Assistance

Within each application, there is information on who to contact for portal issues and grant specific questions. The State Budget Agency will handle any issues related to Euna. An OJA contact will handle questions concerning eligibility, allowable expenses, grant reporting requirements, etc.

For general information regarding OJA grants in Euna, contact [IOCSgrants@courts.in.gov](mailto:IOCSgrants@courts.in.gov).