Getting Started
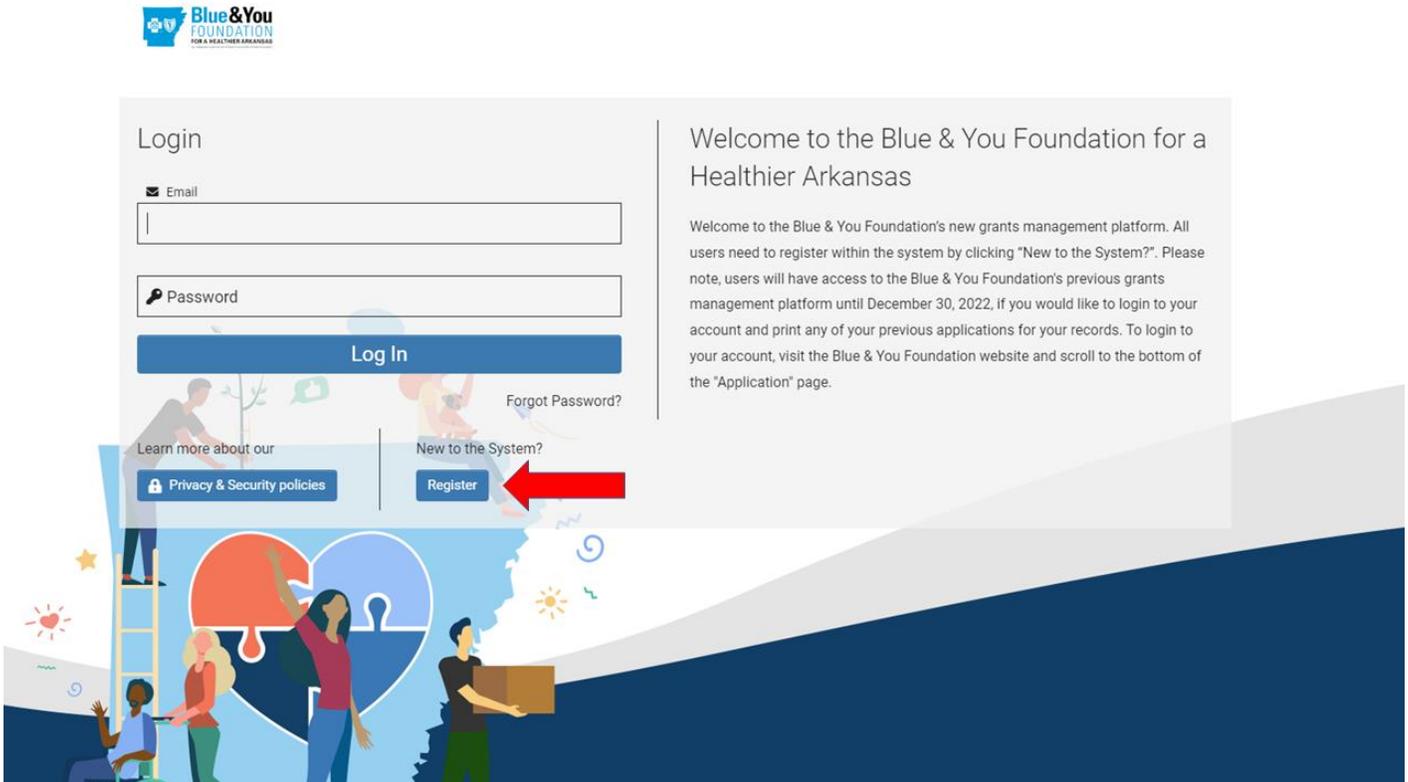
All users will have to click "New to the System?" when registering for the first time in this portal.

- Select your organization type.

- Start typing your organization name in the database. Your organization may appear as a registered organization.
  - Click your organization when it appears in the textbox and continue to enter your personal details.
  - DO NOT use a personal email address when creating your account.

- When you are finished, click Submit at the bottom of the page and a password link will be emailed to you to create a password.

- If your organization does not appear when you search for it, follow the instructions in the instructions box at the top of the page.

Applying for a Grant

- Once you login, you will be taken to your home screen.
- Select Funding Opportunities to see grant cycles currently accepting applications.

- All applicants must take the eligibility quiz before applying for a grant.
  - If you pass the eligibility quiz, the application will automatically load for you, and may can begin to answer the questions.

- The application will look very similar to the previous applications. Continue to enter your information and save your work.
- The application will save under "In Progress" when you need to go back to finishing your grant application.