

2018 Grant Application

Overview

- Review Changes from the 2017 Grant Application
- Release Date & Due Date
- Log-In Instructions

Application Revisions:

1. Application Narrative replaces the Impact Analysis. The Application Narrative is the addendum to the 2017 Agency Agreement.
2. There will be an option to upload data on outputs and program outcomes.
3. Coordinating and Partnering with United Way section added to grant application. This was in the 2016 grant application and was added to the 2018 grant application.

2017 Grant Application Dates

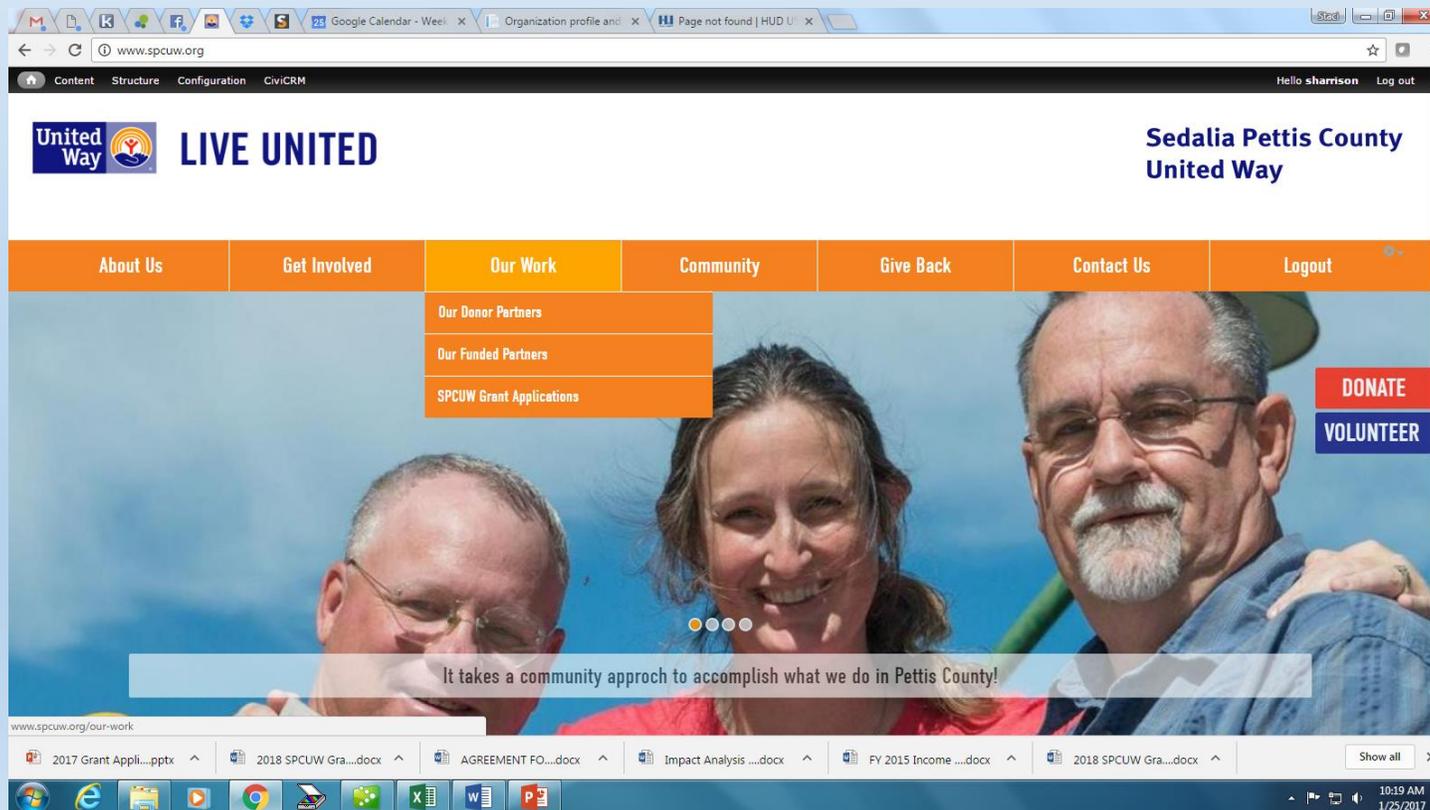
Open- February 1, 2017

Close Date- must be uploaded by 5 pm on March 13, 2017

Steps for Accessing Application

[Step 1: Go to www.spcuw.org](http://www.spcuw.org)

Step 2: Click on “Our Work” and select “SPCUW Grant Applications”



Steps For Accessing Application Continue

Step 3: Click on 2018 Grant Application and you should see:

The screenshot shows a web browser window with the URL www.spcuw.org/2018-sedalia-pettis-county-united-way-grant-application. The browser's address bar shows several tabs: "Google Calendar - Week", "Organization profile and", and "Page not found | HUD U". The website's navigation menu includes "Content", "Structure", "Configuration", and "CiviCRM". A user is logged in as "sharrison" with a "Log out" link.

The main content area features a navigation bar with orange buttons: "About Us", "Get Involved", "Our Work", "Community", "Give Back", "Contact Us", and "Logout". Below this, there are three vertical panels: "EDUCATION" (with a book icon), "INCOME" (with a dollar sign icon), and "HEALTH" (with a stethoscope icon). A social media widget for "Sedalia-Pettis County United Way" shows 431 likes and a post from January 23 at 10:44am asking for help to achieve a goal.

The central heading is "2018 Sedalia Pettis County United Way Grant Application". Below it are buttons for "View", "Edit", "Webform", and "Results". A note states: "Printer Friendly Application (For view purposes only. Web based application will only be accepted.)". To the right, there are buttons for "DONATE" and "VOLUNTEER". The United Way logo is prominently displayed with the text "LIVE UNITED United Way Sedalia - Pettis County".

The main text reads: "2018 Grant Application" and "Applications must be submitted electronically, with all required supporting documents uploaded by **March 13, 2017 by 5 pm**".

The browser's taskbar at the bottom shows several open files: "2017 Grant Appli...pptx", "2018 SPCUW Gra...docx", "AGREEMENT FO...docx", "Impact Analysis ...docx", "FY 2015 Income ...docx", and "2018 SPCUW Gra...docx". The system tray shows the time as 10:20 AM on 1/25/2017.

Steps For Accessing Application Continue

Step 4: Select the "[login](#)"

Step 5:

a. *You should be able to use your log-in information from the 2017 grant application. It should give you a prompt if you forgot your password. If you need help, please do not hesitate to call or email.*

a. Select Create New Account if this is your first time completing an online application for the SPCUW.

2017 Grant Application
must be submitted electronically, with all required supporting documents
5 pm, March 11, 2016.

It is required to [login](#) to fill out this form.

If you do not have have an account you can register [here](#).

The screenshot shows a web browser window with the URL www.spcuw.org/user. The page features the United Way logo and the text "LIVE UNITED" on the left, and "Sedalia Pettis County United Way" on the right. A navigation bar includes links for "About Us", "Get Involved", "Our Work", "Community", "Give Back", and "Contact Us". Below the navigation bar, there are three main sections: "EDUCATION", "INCOME", and "HEALTH". The "User account" section is highlighted, containing links for "Create new account", "Log in", and "Request new password". The "Log in" form includes fields for "Username" and "Password", with instructions to enter the Sedalia Pettis County UW username and password. A CAPTCHA section is also present, with a text input field and a "LOG IN" button. On the right side of the page, there are "DONATE" and "VOLUNTEER" buttons.

Steps For Accessing Application Continue

Step 6: Complete the requested information and you will get the blue ribbon represented here



Step 7: Check your email and you will receive the following email. Click on the link provided.

Thank you for registering at Sedalia Pettis County UW. You may now log in by clicking this link or copying and pasting it to your browser:

<http://www.spcuw.org/user/reset/63/1452527202/Ca5hYT7yLXeW9tBu0nDsHQy9sWP1UxOLhArbulgGYjs>

This link can only be used once to log in and will lead you to a page where you can set your password.

After setting your password, you will be able to log in at <http://www.spcuw.org/user> in the future using:

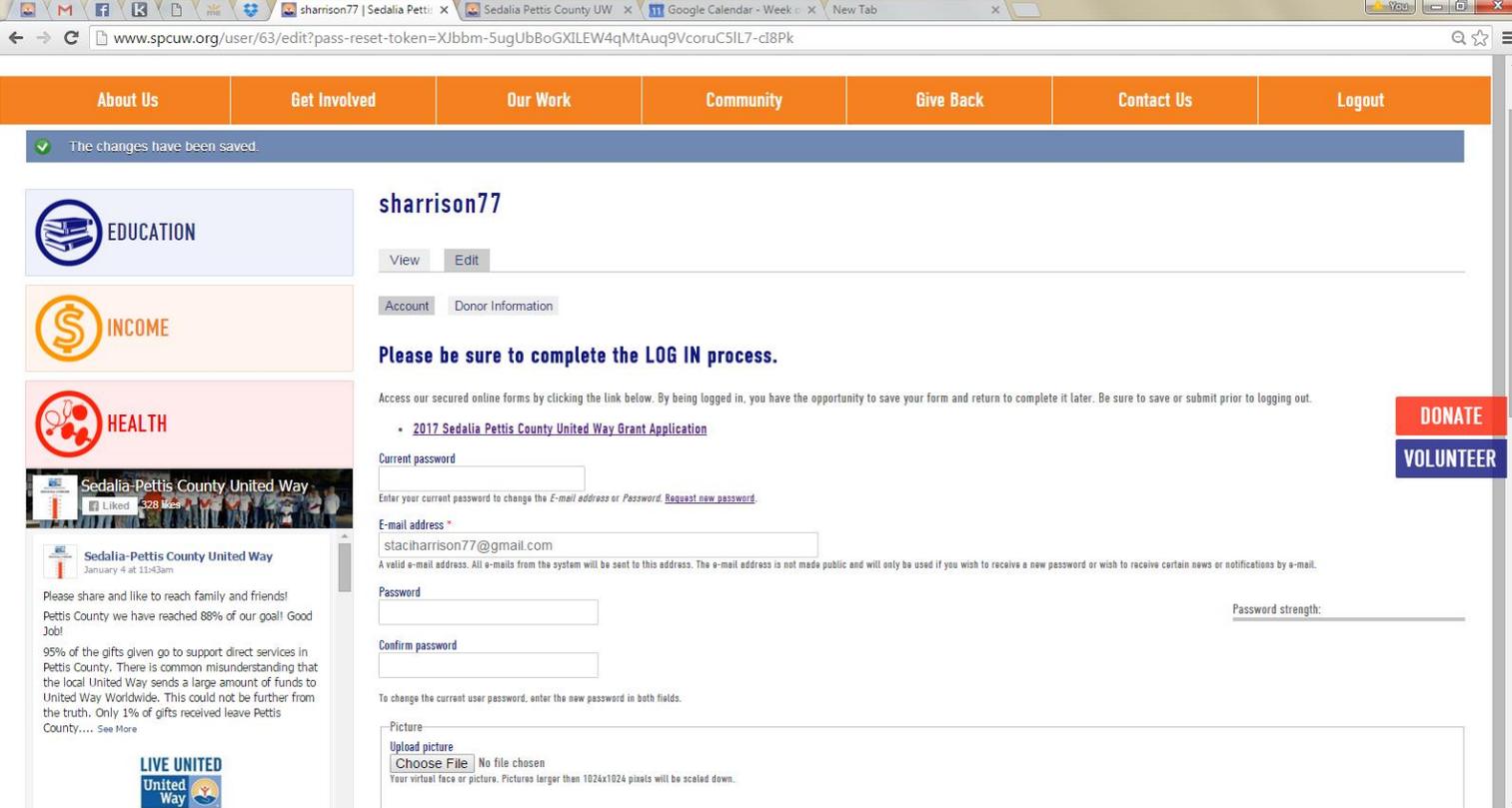
username:

password:

-- Sedalia Pettis County UW team

Steps For Accessing Application Continue

Step 8: Complete requested information. Please **write down your username and password** and place in a **secure location**. At this time there is not a way to retrieve either.

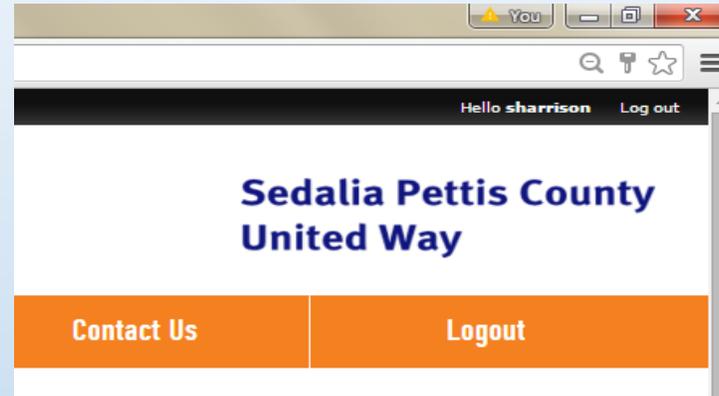


The screenshot shows a web browser window with the URL www.spcuw.org/user/63/edit?pass-reset-token=XJbbm-5ugUbBoGXILEW4qMtAuq9VcoruCSIL7-cl8PK. The page features a navigation bar with links: About Us, Get Involved, Our Work, Community, Give Back, Contact Us, and Logout. A green notification bar at the top states "The changes have been saved." The user profile for "sharrison77" is displayed, with tabs for "View" and "Edit". Below the profile name are tabs for "Account" and "Donor Information". A prominent message reads: "Please be sure to complete the LOG IN process." Below this, a link points to the "2017 Sedalia Pettis County United Way Grant Application". The account information section includes fields for "Current password", "E-mail address" (stacharrison77@gmail.com), "Password", and "Confirm password". A "Password strength" indicator is also present. At the bottom, there is a "Picture" section with an "Upload picture" button and a "Choose File" button. A sidebar on the left contains icons for "EDUCATION", "INCOME", and "HEALTH", along with a social media post from Sedalia-Pettis County United Way. On the right side, there are "DONATE" and "VOLUNTEER" buttons.

Steps For Accessing Application Continue

Step 9: Log Out

Step 10: Scroll to bottom left hand of screen and log back in to activate username and password



Step 11: Click on “Our Work” and select “SPCUW Grant Applications”

Step 12: Select 2017 Grant Application and begin to complete

Once Application Is Submitted

You can expect to receive the following email:

Thank you- your submission has been received. You should receive an email with a copy of your submission. If the email is not received, please check your "spam" folder. The Sedalia-Pettis County United Way will be in contact with any additional questions. Executive Director, Staci Harrison, will schedule a hearing date with you the end of April 2017 or the beginning of May 2017.

Thank you for the services you provide to the residents of Pettis County.

Take care,

Sedalia-Pettis County United Way Board

Questions?

Thank you for your service to our community!

Contact Information

Staci Harrison, Executive Director

Phone: 660-826-2980

Email: spcuwsedalia@gmail.com

Website: www.spcuw.org

Facebook: www.facebook.com/spcuw/