How to Submit a 2020 Census Community Grant Application

NEW USERS

3.

- 1. Go to https://www.grantinterface.com/home/logon?urlkey=gtcf
- 2. Click Create New Account Logon Page

Logon rago	
Email Address*	
Password*	
Log On Create New Account	
Forgot your Password?	
Fill in the form and use the revious and butto	ns at the bottom to move
between completed sections. Fields marked with an * Create New Account	are required
If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page	
⚠ Using the browser's back button will delete your registration information.	

() This registration process has multiple steps you must complete before you can apply.			
Fields with an asterisk (*) are required.			
Organization Information			
Organization Name*	EIN / Tax ID (##-#######)		
Organization Name is Required			
Web Site	Telephone Number (###.#### x###)		
Organization Email	Mailing Address 1		
Mailing Address 2	City*		
State*	Postal Code*		
Country			
	Next >		
User Information			
Executive Officer Question			
Additional Executive Officer Information			
Password			

- 4. After completing the form and entering a password, click Create Account to finish
- 5. Once you receive the confirmation email, select "I have received the email" **Email Confirmation**

You will be receiving emails from this system about your request.	
Fo ensure you receive emails from this system we have sent you an email to confirm your account was created successfully. If you do not	see an email from
The Greater Tacoma Community Foundation (administrator@grantinterface.com), look in your junk or spam folder. To remove The	e Greater Tacoma
Community Foundation (administrator@grantinterface.com)' from your sparn filter, use the link below.	
Click Here for a tutorial about removing email addresses from sparn filters.	
Click Here for a tutorial about removing email addresses from sparn filters.	
Click Here for a tutorial about removing email addresses from sparn filters.	
Click Here for a tutorial about removing email addresses from sparn filters.	
Click Here for a tutorial about removing email addresses from sparn filters.	



RETURNING USERS (OR AFTER CREATING AN ACCOUNT)

- 1. Log in to https://www.grantinterface.com/home/logon?urlkey=gtcf
- 2. If you are not automatically taken to the Apply screen, click Apply at the top:

	Crganization History	ि Fax to File				
3.	Click "Apply" next to 2020 Census Community Grants					
	2020 Census Community Grants	Accepting Submissions from 09/30/2019 to 10/20/2019 Apply				
	Greater Tacoma Community Foundation is providing funding for outreach and education to encourage participation in the 2020 Census. The purpose is to use this moment-in-time awareness and action to build connective tissue, trusted relationships and channels for communication, across diverse voices in Pierce County. Eligible groups include tribes, local government, networks, organizations, associations and collaborative networks serving hard-to-count communities in Pierce County.					
	Preview Feview Send to GrantHub					
4.	Complete your application					
5.	Save and submit your application by clicking					
	a. To save your application and finish la	ater, click Save Application				
	b. To download a PDF of the questions f	for offline use, click Question List				

QUESTIONS?

If you have questions about the application, please contact <u>grants@gtcf.org</u> or 253.383.5622.

If you have technical questions about using the grant application system, please contact Jason Hamman, Grants Administrator, at <u>jhamman@gtcf.org</u> or call 253.383.5622.