



## Using First Nations Development Institute's Online Grant Application System

1. If you are a returning user enter your username and password. If you are a new user click on the link under the email address to create a new account. **Note:** when creating a new account it is best to use one email for the entire organization and keep it safe for future grant submissions or reporting.
2. Required application fields will have an asterisk next to them. You will not be allowed to submit an application until all required fields are completed.
3. Please utilize spell check for fields that require you to enter multiple lines of text before submitting your application.
4. When uploading attachments you must select the attachment title from the drop down menu before selecting your file for upload. All attachment titles must have at least one attachment associated with it. You will not be allowed to submit your application if an application title is missing an attachment.
5. After submitting your application you will receive a confirmation email containing a copy of your application. Please make sure that [grantmaking@firstnations.org](mailto:grantmaking@firstnations.org) is added to your "safe list" on any spam filtering your organization may have. If you do not receive a confirmation email within 24 hours of submitting your application please contact the program officer to verify that your application was received.
6. To review a previously submitted application visit: [https://www.grantrequest.com/SID\\_1243?SA=AM](https://www.grantrequest.com/SID_1243?SA=AM)

Please Sign In

Welcome to First Nations Development Institute. Please enter your username and password to log in by entering your e-mail and choosing the first option.

E-mail

New Applicant?

Organization Contact :

A representative from your organization who is authorized to submit applications on behalf of your organization.

\* Organization Contact Prefix \* Organization Contact

Select One >

\* Organization Contact Title

\* Organization Contact E-mail

Attachment Title

File Name

The maximum size for all attachments combined is 40 MB. Files larger than 40 MB cannot be uploaded.

Title: Program Budget (Required)

File Name: Program Budget (Required)

Program Timeline (Required)

IRS Determination Letter (Required)

Board of Directors & Key Staff (Required)

Completed W-9 (Required)

Save

Your First Nations Application Submission

First Nations Grantmaking Department <grantmaking@firstnations.org>

Sent: Mon 11/14/2011 1:05 AM

Thank you for your First Nations application submission. Your application has been received and the tracking number is 21918. You will be receiving more information on the status of your application. For your records, here is a copy of the contents of your application.

For questions or assistance please contact the program officer listed on the application's landing page.