

# Application Instructions

Enter your User ID and Password to login to WebGrants <https://fundingmt.org>.

System Compatibility

Log In

**Login**

User ID:\*

Password:\*

Login

[Forgot Password?](#)

**mt.gov**  
Montana Official State Website

New to WebGrants - State of Montana?  
[Register Here](#)

Funding Opportunities Offered by Montana State Agencies  
[Search Here](#)

**Announcements**

Funding Opportunities Offered by Montana State Agencies  
[Search Here](#)

You do not need to register for Search access.

Click on “Funding Opportinuties” to view all State of Montana funding opportunities.

Menu | Help | Log Out

Back | Print | Add | Delete | Edit | Save

Welcome

**Main Menu**

Click Help above to view instructions. Go to "My Profile" to reset password.

- Grantee Instructions
- My Profile
- Funding Opportunities
- My Applications
- My Grants

Click on the appropriate grant funding opportunity in the Opportunity Title column.

Montana Grants and

Help

Storefront Opportunities

Current Storefront Opportunities		Past Opportunities
ID	Title	Department
22897	<a href="#">AGR Growth Through Agriculture January 30 2015</a>	Department of Agriculture
19360	<a href="#">AGR Growth Through Agriculture Mini-LOAN SFY2015</a>	
12554	<a href="#">DNRC 2013 Planning Grant Round 3</a>	
18240	<a href="#">DNRC 2014 Irrigation Development Grant</a>	
18239	<a href="#">DNRC 2014 Private Grant Program</a>	
21776	<a href="#">DNRC 2015 AIS Grant Program</a>	Department of Natural Resources and Conservation
23646	<a href="#">FWP Recreational Trails Program Grant Cycle 2015</a>	Department of Fish, Wildlife and Parks
9	<a href="#">Specialty Crop Block Grant</a>	Department of Agriculture

Click on "Start a New Application" to start the application process.

Menu | Help | Log Out | Back | Print | Add | Delete | Edit | Save

Funding Opportunities

**Current Applications**

Any previously created applications, for this opportunity, appear below. To start a new application for this opportunity, Click the Start a New Application link or to copy data from an old application, click on the Copy Existing Application link.

ID	Application Title	Status
24612	<a href="#">Test test</a>	Editing

**Opportunity Details** [Copy](#) [Start a New Application](#)

**24442-Test - SCBGP**

AGR Test Program Area  
Application Deadline: 06/08/2015

Enter the name of the project in the "Project Title" text box. Then click on "Save" (at the top right).

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Menu | Help | Log Out | Back | Print | Add | Save

### General Information

*This page must be completed and saved before proceeding with the rest of the application process.*

**Primary Contact:\*** MWCA1 Test

**Project Title:**  
(limited to 250 characters)\* Enter project title in this box.

**Authorized Official:\*** MWCA1 Test

**Organization:\*** Department of Agriculture

[Return to Top](#)

To change the project title, select additional contacts, designate an authorized contact or make other edits to this screen, click "Edit" to add those individuals. Clicking on "Go to Application Forms", will take you to the screen where you will edit your application for funding.

**Montana** Grants and Loans

Menu | Help | Log Out | Back | Print | Edit | Save

### Application

**00010 - Local Cooperative – NEW**

**Project Title:** 00952 - MDA Test 2012  
**Program Area:** Noxious Weed Trust Fund  
**Proposal Deadline:** 08/17/2012

### Instructions

*To continue with the remaining parts of the application, click on the "Go to Applications Forms" link below.*

### General Information

**System ID:** 00952  
**Project Title:** MDA Test 2012  
**Primary Contact:** MWCA1 Test  
**Additional Contacts:** MWCA1 Test  
**Organization:** Department of Agriculture

[Go to Application Forms](#)

Last Edited By: MWCA1 Test, 01/12/2012

Now, you can click on any form and begin filling in the required information for that form.

**REMEMBER #1:** the column "Complete?" must have a check mark in it for each form before WebGrants will allow the application be submitted.

**REMEMBER #2:** It is highly recommended that you draft all narrative in a word processing program and copy and paste into these forms. This will also prevent you from losing data while working on the application due to system time outs

**Application**

**Application: 24612 - Test test**

**Program Area:** AGR Test Program Area

**Funding Opportunity:** 24442 - Test - SCBGP

**Application Deadline:** 06/08/2015

**Requested Total:** \$0.00

**Instructions**

The required application forms appear below. Please note: Clicking "Mark as Complete" does not submit the application component or prevent further editing. The check mark beside the form is only an indicator that the form has been completed. All application components must be marked as complete in order to submit. To submit the application click the Submit button.

Application Forms		Application Details	Submit	Withdraw
Form Name	Complete?			
General Information	✓	01/13/2015		
Test-SCBGP-Coversheet	✓	01/21/2015		
Test - SCBGP-Narrative II		01/13/2015		
Test-SCBGP-Outcome measures		01/21/2015		
Test-SCBGP-project support	✓	01/21/2015		
Test-SCBGP-budget		01/21/2015		
Project Funding				