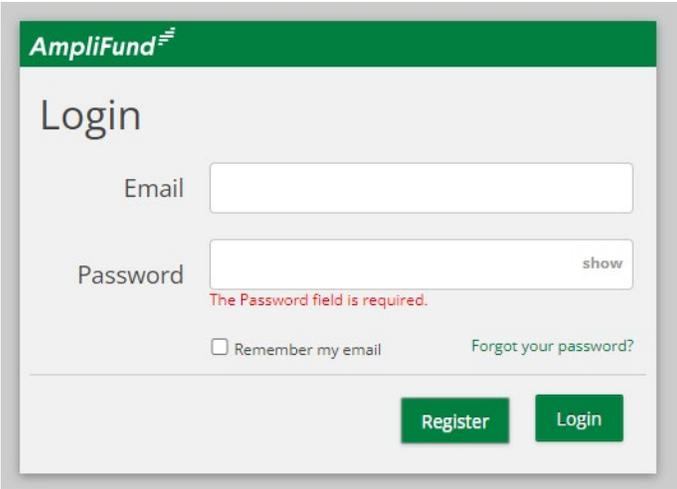


# Amplifund Applicant Portal Navigation Tips

When you click the application link, you'll be taken to a registration screen.

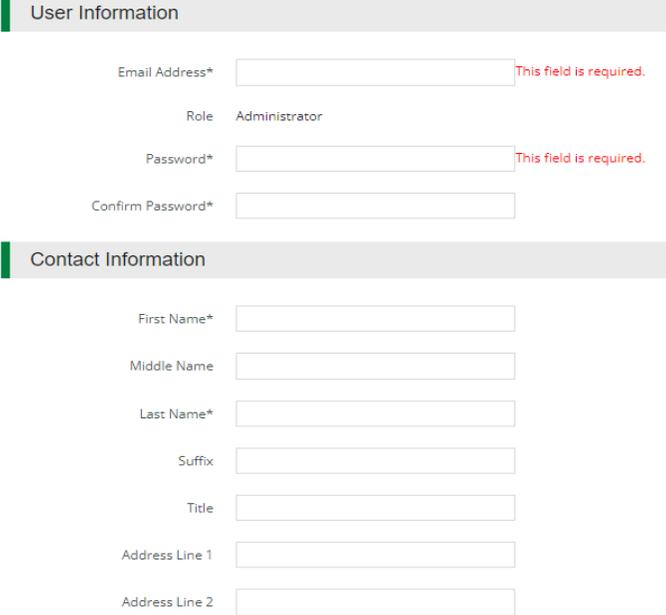


The image shows the Amplifund login interface. At the top is the Amplifund logo. Below it is the heading "Login". There are two input fields: "Email" and "Password". The Password field has a "show" button and a red error message below it that says "The Password field is required." Below the password field are two links: "Remember my email" (with an unchecked checkbox) and "Forgot your password?". At the bottom right are two green buttons: "Register" and "Login".



## Create New Account

If you have already registered, please click [here](#) to login. Add [no-reply@gotomygrants.com](mailto:no-reply@gotomygrants.com) to your email co



The registration form is divided into two sections: "User Information" and "Contact Information".

**User Information**

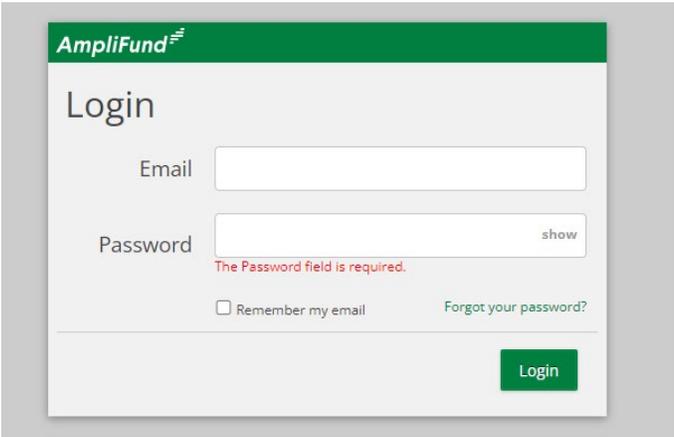
- Email Address\* [input field] This field is required.
- Role Administrator
- Password\* [input field] This field is required.
- Confirm Password\* [input field]

**Contact Information**

- First Name\* [input field]
- Middle Name [input field]
- Last Name\* [input field]
- Suffix [input field]
- Title [input field]
- Address Line 1 [input field]
- Address Line 2 [input field]

# Amplifund Applicant Portal Navigation Tips

If you have already registered, a login screen will be displayed:



You'll then see a page with grant opportunity details. Click **Apply** to begin the application.



At the bottom of each page, you will select **Mark as Complete** and **Save & Continue** to move to the next page. You can click **Save** if you want to save your progress and return to the application later.



# Amplifund Applicant Portal Navigation Tips

The required forms will be included in the application portal. Click the name of the form to complete each.

## FY22 Specialty Crop Block Grant



### Forms

[Help](#) [Download](#) [Save & Continue](#)

Name	Status	Print
Applicant Self-Assessment of Internal Controls	New	
Cover Sheet	New	
Application Narrative	New	
Budget Narrative	New	

Navigation: [Home] [Previous] [1] [Next] [Last] 25 items per page 1 - 4 of 4 items

[Save & Continue](#)

\*Be sure to include information for all required fields.

Example:

### Organization Information

Company/Organization Name \* This field is required.

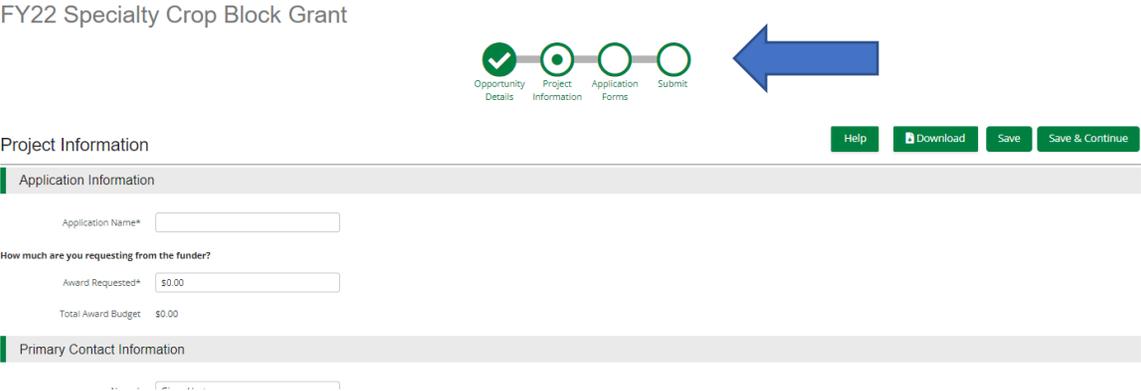
500

\*\*Remember to use the Mark as Complete and Save & Continue icons to move through the pages.

[✓ Mark as Complete](#) [Save & Continue](#)

# Amplifund Applicant Portal Navigation Tips

You can also use the round buttons at the top of the screen to navigate to different sections of the application.



**\*Please download and keep a copy of the application for your records. It can be downloaded at any time by clicking Download.**



# Amplifund Applicant Portal Navigation Tips

Click **Submit** when ready.

## FY22 Specialty Crop Block Grant



You are about to submit your application, **Application**, to **Montana Department of Agriculture**.

Take the time to review your application by using the timeline above. You can select any section and jump to that page.

When the application is fully complete, please select the "Submit" button. This will submit your final application to the funder.



**\*Make sure to complete all forms and required information. If necessary, click the empty buttons at the top right to navigate to unfinished sections.**

## FY22 Specialty Crop Block Grant



You are about to submit your application, , to **Montana Department of Agriculture**.

Take the time to review your application by using the timeline above. You can select any section and jump to that page.

When the application is fully complete, please select the "Submit" button. This will submit your final application to the funder.

You have forms containing required fields which have not been completed!

