

How to Submit a White River Hometowns Grant Application

NEW USERS

1. Go to <https://www.grantinterface.com/home/logon?urlkey=gtcf>

2. Click 

Logon Page

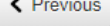

Email Address*

Password*







[Forgot your Password?](#)


3. Fill in the form and use the  and  buttons at the bottom to move between **completed** sections. Fields marked with an * 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 (##-#####)
<input type="text"/>	<input type="text"/>
<div style="border: 1px solid red; padding: 2px;">Organization Name is Required</div>	
Web Site	Telephone Number (###-###-#### x###)
<input type="text"/>	<input type="text"/>
Organization Email	Mailing Address 1
<input type="text"/>	<input type="text"/>
Mailing Address 2	City*
<input type="text"/>	<input type="text"/>
State*	Postal Code*
<input type="text"/>	<input type="text"/>
Country	<input type="text"/>
<div style="text-align: right;"></div>	
User Information	
Executive Officer Question	
Additional Executive Officer Information	
Password	

4. After completing the form and entering a password, click  to finish



5. Once you receive the confirmation email, select "I have received the email"

 You will be receiving emails from this system about your request.

To 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 Greater Tacoma Community Foundation (administrator@grantinterface.com)' from your spam filter, use the link below.

[Click Here](#) for a tutorial about removing email addresses from spam filters.

I have received the email
 Continue without checking
 I have not received the email

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:



3. Click "Apply" next to White River Hometowns 2018

A screenshot of the grant application interface. At the top is a blue navigation bar with a home icon, a document icon labeled 'Apply', a clock icon labeled 'Organization History', and a fax icon labeled 'Fax to File'. Below this is a white header area with a document icon labeled 'Apply', an 'Enter Access Code' input field, and an 'Enter Code' button. A green information box contains the text: 'If you have been provided with an Access Code, you may enter it in the box at the top of the page.' Below this is a search bar labeled 'Quick Search'. The main content area shows two grant listings. The first listing is for 'Expanded Learning Opportunities Partnership 2018/19' with a description and an 'Apply' button. The second listing is for 'White River Hometowns 2018' with a description and an 'Apply' button. The 'White River Hometowns 2018' listing is circled in red.

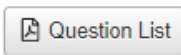
4. Complete your application
5. Save and submit your application by clicking



- a. To save your application and finish later, click



- b. To download a PDF of the questions for offline use, click



If you have technical questions about using the grant application system, please email grants@gtcf.org or call 253.383.5622.