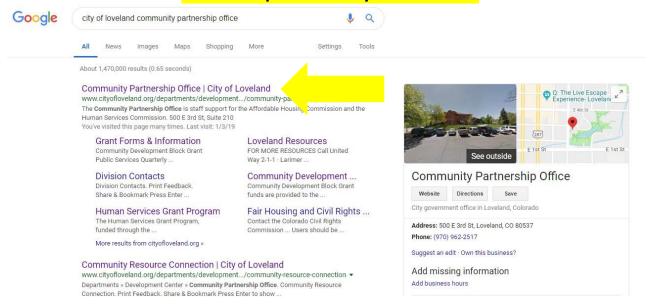
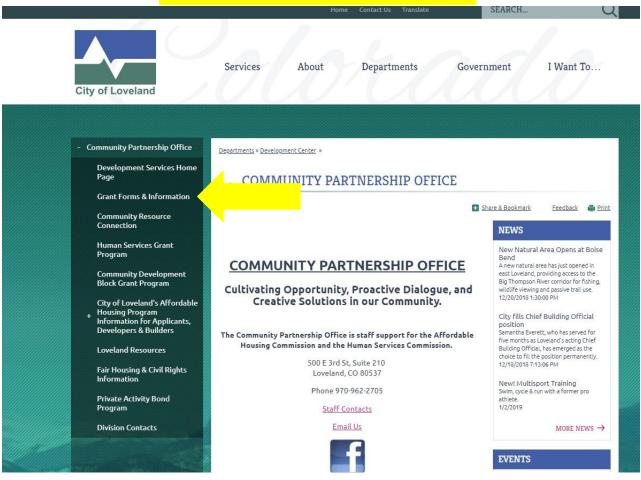
Community Partnership Office Website: 2019 Grant Forms & Information

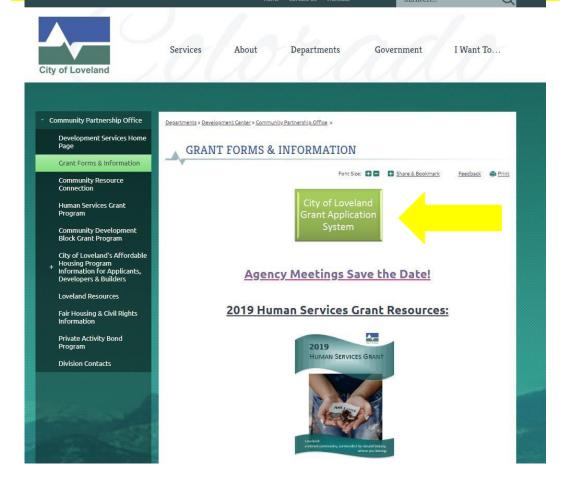
Google City of Loveland Community Partnership Office and click on Community Partnership Office I City of Loveland:



Click on Grants Forms and Information:

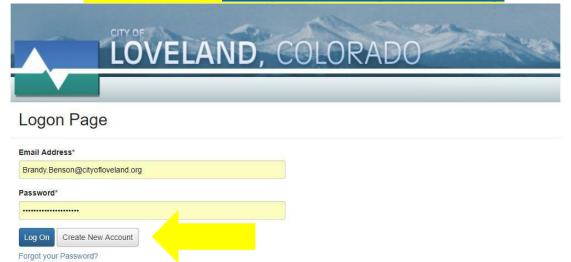


Clicking the green button takes you to the grant management system.

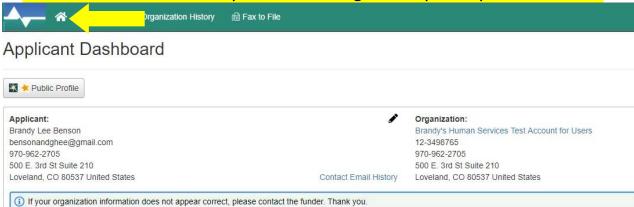


Login or create new account. If you forgot your login, contact Brandy Benson

970-962-2705 or brandy.benson@cityofloveland.org:



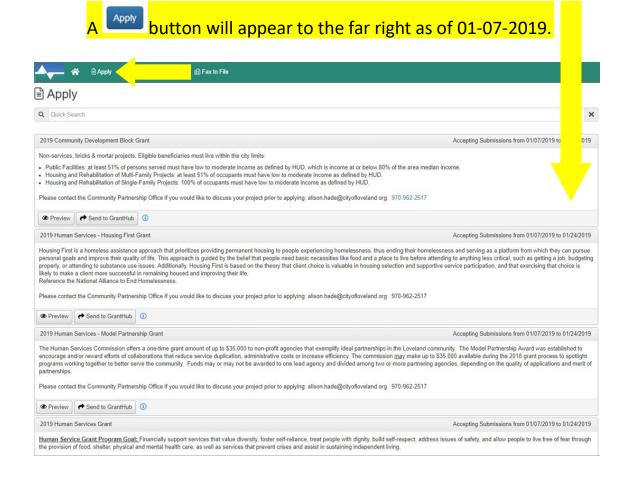
The House icon next to City of Loveland logo takes you to yourdashboard.



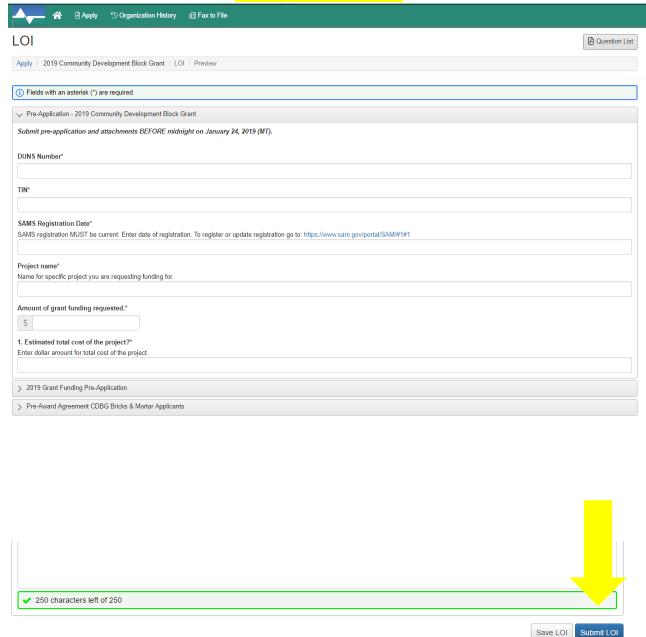
The **Apply button** next to house icon on top menu takes you to current or upcoming grant applications.

You have not submitted any applications. Click Apply to begin the application process.

Scroll to select which grant program to apply for.



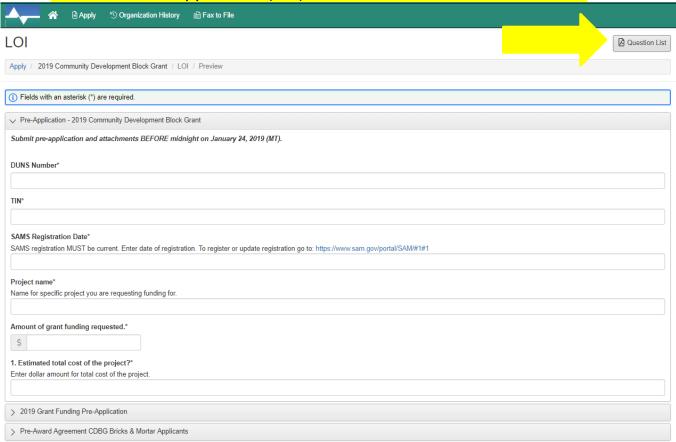
Pre-Applications= LOI

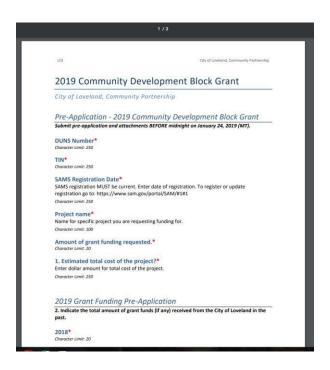


You must click **submit** prior to the midnight deadline in order to have your program considered. Technical difficulties with the system WILL NOT extend the deadline. We recommend that you submit during business hours.

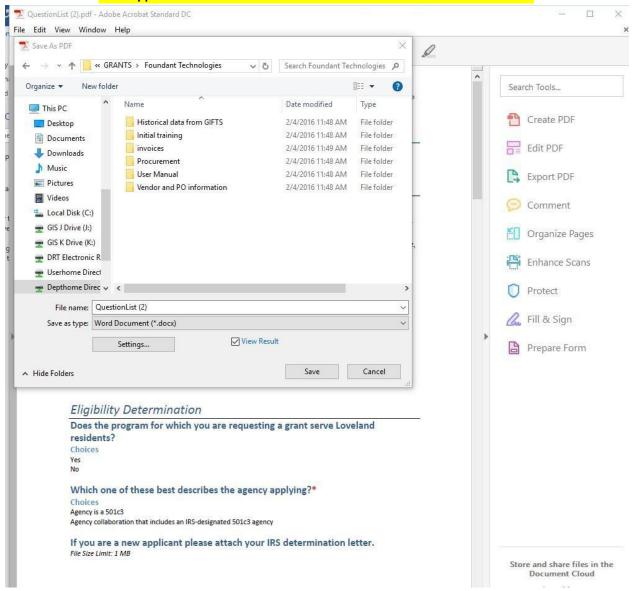
Once the Pre-Application= LOI is completed and marked complete by the Community Partnership Office the application form (Proposal) will be loaded into your online profile to begin working on it.

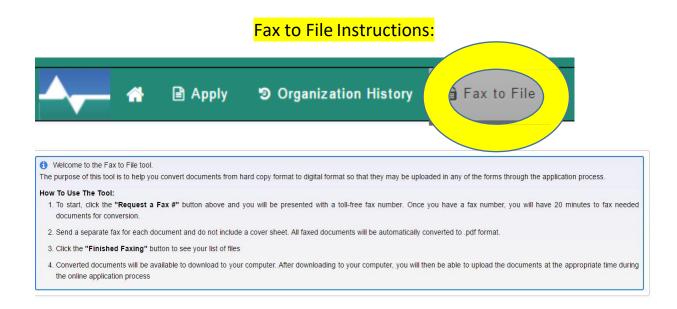
To See You Pre-Application (LOI) in PDF format click on Question List





If you want to turn your document into a **Word document** and you have the right Adobe software you can "save as" and select Word Document (*doc) as the type. This will convert the PDF to a Worddocument.





Organization Summary:



What to expect after LOI (pre-application) submission

- 1. Email indicating you have submitted.
- 2. Email indicating approval or denial of pre-application.
- 3. If approved the application form (proposal) will be added to your account to begin working on.

What to expect after application (proposal) submitted

- 1. Email indicating you have submitted.
- 2. Sign up genius for presentation time(s). See schedule for possible dates. If multiple applications you MUST sign up for a presentation time for each application. It is possible that presentation times/dates change and you will be notified if this does happen.

Reminder- It is YOUR responsibility to keep email addresses and agency contacts updated in our system. We use the system to notify agencies and grant awardees/applicants of changes or opportunities through the Community Partnership Office.

IF AT ANY TIME YOU HAVE PROBLEMS WITH THIS SYSTEM OR HAVE QUESTIONS OR CONCERNED PLEASE DO NOT HESITATE TO CONTACT BRANDY BENSON.

970-962-2705 <u>brandy.benson@cityofloveland.org</u>



2019 CDBG Applicants

2019 CDBG Presentations

Select a presentation time for each application submitted.

Date: 05/06/2019 (Mon.)

Time: 6:00pm - 8:30pm MST

Location: City Council Chambers

Created by: BB Brandy Benson M

Available Slot	
6:00pm-6:20pm	Sign Up ■
6:20pm-6:40pm	Sign Up ■
6:40pm-7:00pm	Sign Up ■
7:00pm-7:20pm	Sign Up ■
7:35pm-7:55pm	Sign Up ■
7:55pm-8:15pm	Sign Up ■
8:15pm-8:35pm	Sign Up ■

Submit and Sign Up

You will receive the link for this signup genius the day after the applications (proposal) deadline. Select an open presentation time and select the Submit and Sign Up button. These will be first come first serve and you must select one for each application submitted.