# Step-by-Step Instructions to Apply for a Grant in Submittable

#### Create a Submittable Account

Go to Submittable's sign-up page.

Enter your email, name, and password.

Verify your email to activate your account.

#### **Find Grant Opportunities**

Use the Discover Opportunities page to browse available grants.

Filter by tags, deadlines, or organizations you're following.

## **Start Your Application**

Click on a grant opportunity to view details.

Hit the Submit button in the top right to begin your application.

## **Complete the Application Form**

Fill out all required fields (marked with an asterisk).

Upload necessary documents and respond to prompts. You can save your progress using the Save Draft button.

## **Submit Your Application**

Once complete, click Submit at the bottom of the form.

You'll receive a confirmation email after submission.

## Track and Manage Your Submission

Log in to view your submission status.

You can return to Drafts or manage submitted applications from your dashboard.