

Using the Grant Reviewers' Page

- 1. Click on "Grant Reviewer Log In" at the upper right hand corner of the ECCF home page. (www.eccommunityfoundation.org)**
- 2. User name: Grants**
- 3. Password: ECCF!)Grants**

All currently posted applications will appear, sorted by program or asset as well as by grant category. Click on the one you'd like to read. The application form will appear on the left, and the Grant Reviewer Score Sheet will appear on the right.

After reading the application, you can use the Score Sheet to submit your scores. First, fill in your name and the name of the grant proposal in the boxes at the head of the scoring column. Then, select your numerical rating for each question. The computer will add up the scores automatically. You can use the Comments Box to add notes if you'd like. When you're satisfied with your final total, click "Submit," and your score will be sent to the ECCF.

If you change your mind, you can re-submit scores as many times as you'd like by going back to the relevant application form and entering your new numbers. If you do, please make sure that you've entered your name and that you've used the Comments Box to note that you're replacing a previously submitted score.

Please don't hesitate to contact Program Specialist Rebecca White Body by emailing grants@eccommunityfoundation.org or calling (715) 552-3801 if you have questions.

Thank you very much for being part of the Grants Committee!