

# North Carolina Humanities Council

## Applicant Dashboard User Guide

Click the home button to get back to your Applicant Dashboard home screen

View our list of current program and grant opportunities

View your organization's application and grant history

Person In Charge ▾

Click on your name in the upper right hand corner to access your account settings



### Applicant Dashboard

Welcome to your Applicant Dashboard! From this homepage you can manage your application drafts, manage any follow up forms assigned to you, or start a new application (click "Apply" to see a full list of current North Carolina Humanities Council opportunities). If you have any questions call our staff at 704.687.1520

- If you have begun your application draft, but not yet submitted it, please review the list of projects below to locate your draft and click "Edit Application" to continue working (please do not start a new, duplicate application).
- If your application has been approved, please scroll down to that project name to locate the assigned follow forms. Assigned forms that need to be completed will have an "Edit" option and completed forms will have a "View" option. Click on the blue text to view or edit.

★ Public Profile

**Applicant:**  
Person In Charge  
nchc@nchumanities.org

**Organization:**  
Grassroots Grant Test Organization  
704-687-1520  
320 E. 9th Street Suite 414  
Charlotte, NC 28202 Mecklenburg

ⓘ If your organization information does not appear correct, please click the edit (pencil) icon.

Process: 2019 Road Scholars Program Events (11/1/18-10/31/19)  
Application Draft 09/27/2018  
Decision Undecided

[Edit Application](#)

Click "Edit Application" or "Edit LOI" to access your draft proposal

Process: 2018 Road Scholars Program Events (11/1/17-10/31/18)  
Application Submitted 04/09/2018  
Decision Undecided

[View Application](#)

Process: 2018 Road Scholars Program Events (11/1/17-10/31/18)  
Application Submitted 04/09/2018  
Decision Approved 04/12/2018

[View Application](#)  
[View Details](#)

#### Follow Up Forms

FORM NAME	ASSIGNED TO	AWARD / INSTALLMENT	DUE DATE	STATUS	EDIT/VIEW
Road Scholars Agreement - Under \$2,000	[REDACTED]	Overall Award	04/19/2018	Complete	<a href="#">View</a>
Pre-Road Scholar Event Checklist	[REDACTED]	Overall Award	04/19/2018	Complete	<a href="#">View</a>
Final Report - Road Scholars	[REDACTED]	Overall Award	10/09/2018	Assigned	<a href="#">Edit</a>

This states the decision status (i.e. undecided, approved, declined)

This states the application's status (i.e. draft/submitted)

Click "View" to see a copy of the submitted follow up form

Click "Edit" to work on the assigned follow up form