



July 2025

Greetings from The George Gund Foundation,

The Foundation's online grant application system has updated. Going forward, all applicants will access the application [here](#), and will either create a new login, or log-in using an existing BlackBaud ID.

The new system has several features that will benefit applicants including the ability to:

- see previous application materials (once submitted through this new system)
- add collaborators to your applications
- copy a previous application rather than start each new application from scratch

The following pages include instructions for creating a new account and starting an application using the new system.

If you have questions or issues using the new application system, please contact Julia Carey, grants administrator, at JCarey@gundfdn.org.



The grant application can be found using this link:

<https://bbgm-apply.yourcausegrants.com/apply/programs/15f23d02-af0a-4a33-927e-931836892d12>

Log in or create a new account

A screenshot of the Blackbaud Applicant Portal login page. On the left is a blue vertical bar with the "blackbaud" logo in white. The main area is white and contains the following elements: the title "Applicant Portal", the instruction "ENTER YOUR ACCOUNT DETAILS BELOW", a label "Email address*" above a text input field, a checkbox labeled "Remember me", a "Sign in" button, and at the bottom, two links: "Need help signing in?" and "Create account".

Applicant Portal

ENTER YOUR ACCOUNT DETAILS BELOW

Email address*

☐ Remember me

Sign in

Need help signing in? | Create account

If you do not already have a Blackbaud single-sign on you'll click [Create account](#) near the bottom.

Enter the email address you will use to apply.

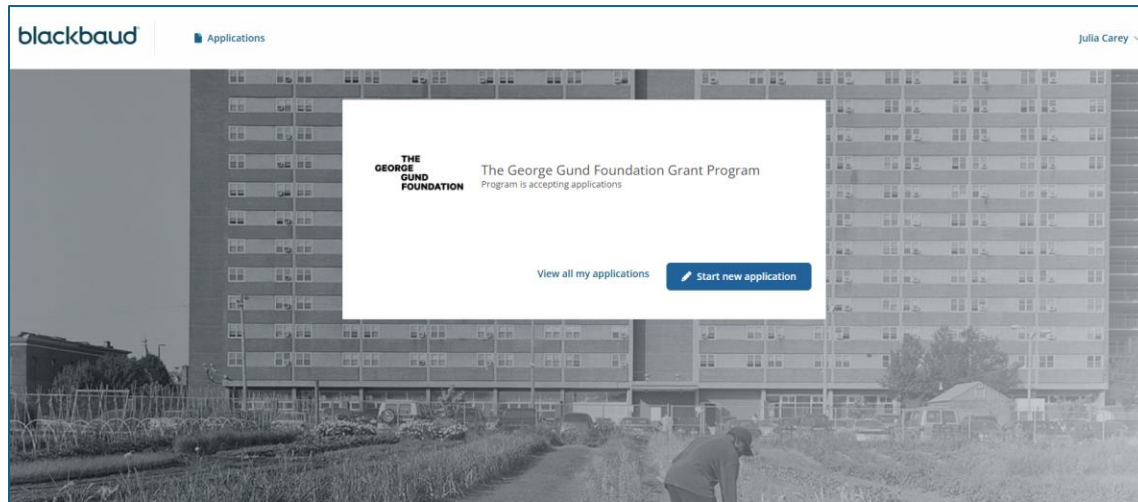
Click [Send Confirmation Code](#). Blackbaud will send a confirmation code to that email, which you'll need to enter on the next page.

Create a password: this must have 12 characters, and include at least 3 of the following:

- Lowercase letter
- Capital letter
- Number
- Special character (!#% etc.)



Once you create a password, you'll be taken to Gund's Applicant Portal:



Be sure to save the application portal link, your username, and password using a secure password management system.

We also recommend adding noreply@yourcause.com to your safe-sender list.

Start and manage a new application

Click [Start new application](#). The form will request a "Registration ID" – please enter the organization's Tax ID/EIN.

- To change the applying organization, click "Update Organization"
- If your organization is not found, click "+ Add Organization" at the bottom of the window
- To add a collaborator to the application, click "Manage applicants"

The screenshot shows a web application interface. At the top left, it says 'Applicant Information'. On the top right, there is a user profile for 'Julia Carey' with an email 'juliavcarey12@gmail.com' and a 'Manage applicants (1)' link. Below this, there is a section for 'DOWNWARD GOAT INC' with an address and a phone number, and an 'Update organization' button. The main section is titled 'FORM QUESTIONS' and includes a 'Download' button. Below this, there is a progress bar with four tabs: 'Organization Information', 'Proposal Contact Information', 'Proposal Data', and 'Attachments'. The first tab is highlighted.

Complete the application

The application is made up of 4 tabs of questions: be sure to answer all required questions in order to submit.

Once completed, hit [Sign and Submit](#). You will receive a confirmation email notifying you that your application has been submitted.

View & download previously submitted applications

After submitting you can no longer edit the form, but you can download it for your records:

- Click [Applications](#) at the top, to see all applications
- Select the application to download, based on submitted date
- Click [Download](#) on the right side of the form and the application and attachments will be downloaded into a zip file

Create a new application by copying an old one

Click [Applications](#) at the top to see previously submitted applications.

Click [Manage](#) for the application you'd like to copy. Select [Copy](#), and it will start a new application with all fields copied from the previous application.

Be sure to update any fields or uploads as needed before submitting.