

# Next50 Application Tip Sheet

## Colorado Organizational Resiliency (COR) Grant 2024

Carefully review the [Funding Guidelines](#) on our website before beginning the application process.

### Creating and/or accessing an online account:

Please register on our grant portal: <https://next50initiative.fluxx.io/>

- **Existing grantees/applicants:** If you had an account in our previous system you need to create your password. Select the “Reset or create password” link, enter the same email address you used to access your account on our old portal, and follow the instructions in the email to create your password.
- **New users:** Select “Create an account now” and enter your information.
- **Returning users:** If you’ve activated your account, enter your email address and password and sign in.



Next50

This portal is set up for individual users. If you already have an account, please log in. If this is your first time, please set up your user account by clicking the “Create an account now” button below and entering your organization and contact information. Within one to two business days, you will receive an email notification from Next50 with your login credentials and directions to access the portal.

Returning users enter email address and password to sign in

Login Now:

tiffanyw@next50initiative.org

.....

Sign in

[Forgot Password?](#)

If you forgot your password or had an account in our old system, click here to set your password

Create an account now

New users click here

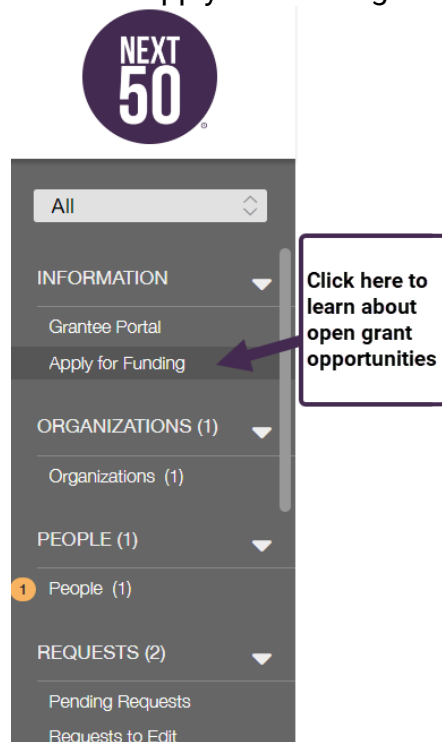
FLUXX

- **Note the e-mail/password** used to create your account. Use this e-mail/password to log in to your account on the grant portal and access your online grant applications in progress.
- **Email communication:** Please add [do-not-reply.grants07-us-east-1@fluxx.io](mailto:do-not-reply.grants07-us-east-1@fluxx.io) to your

safe sender list to ensure you receive important automated email communication from our system.

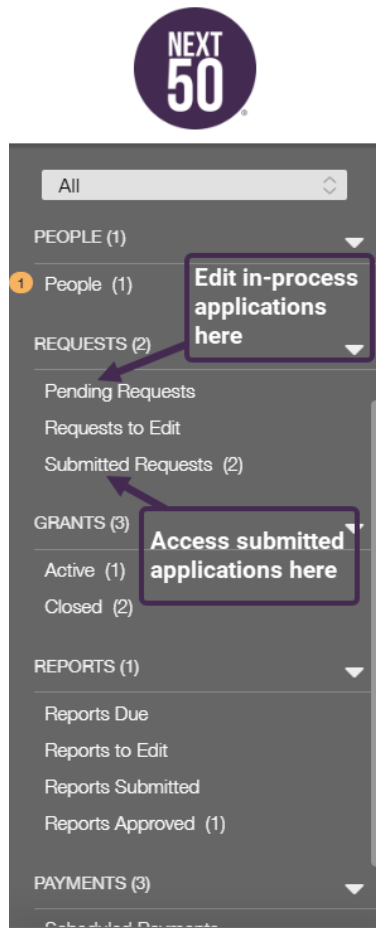
**To start a new application:**

- Click on the link to the online application found on our [website](#).
- Log into your account and select Apply for Funding.



**Accessing an existing application**

- Click on the “Log in to an existing application” button on our website or [CLICK HERE](#), log into your account, and access your pending and submitted requests.



### Things to remember or consider when completing your COR application:

- Before beginning your application, please review the **informational video**, **grant guidelines**, **our equity focus**, **evaluation criteria** and Next50's **priority areas** to verify the alignment of your request. Phone calls to discuss potential alignment can be scheduled with Next50 staff through **February 29, 2024**. Email [info@next50foundation.org](mailto:info@next50foundation.org) to request a call.
- **Be succinct** in your narrative responses. While there are no word count limits, please **do not** exceed a few paragraphs per response. Applicants who receive an invitation for the second stage of the application process will have the opportunity to share more at that time.
- Once your application is submitted, it is final, and you cannot make any changes or additions.
- **Late submissions will NOT be accepted** regardless of the reason (e.g., computer issues, power outage, Internet connectivity problems, etc.). Plan to fill out and **submit** before the deadline. In-process applications will be locked on **March 6<sup>th</sup>, 2024, at 5:00 PM MT**. Incomplete applications will not be considered.

### Attachment checklist:

Upload attachments before submitting your application. **Applications without all the required documentation will be considered incomplete.** All applicants will be asked to submit:

- IRS Determination Letter

- Non-discrimination Policy

**If using a Fiscal Sponsor, the following document is required:**

- Fiscal Sponsor Agreement

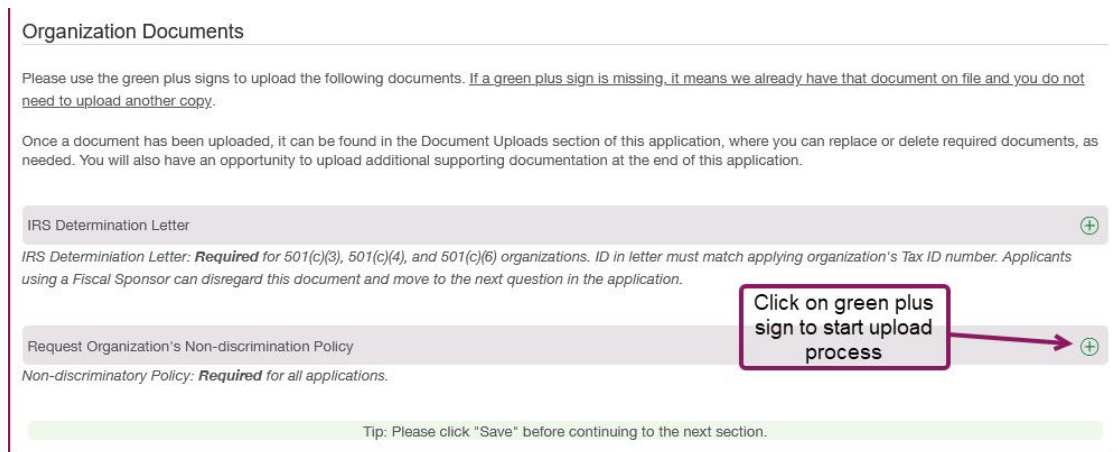
*Only applicants invited to the second stage of the application process will be asked to submit additional financial documentation, those applicants will receive a list of required financial documentation at that time.*

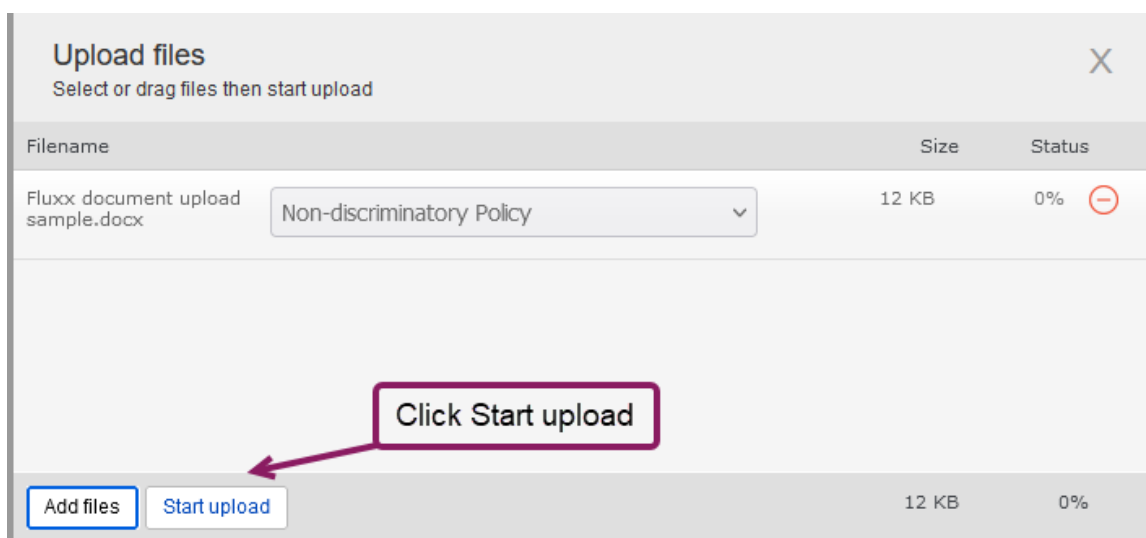
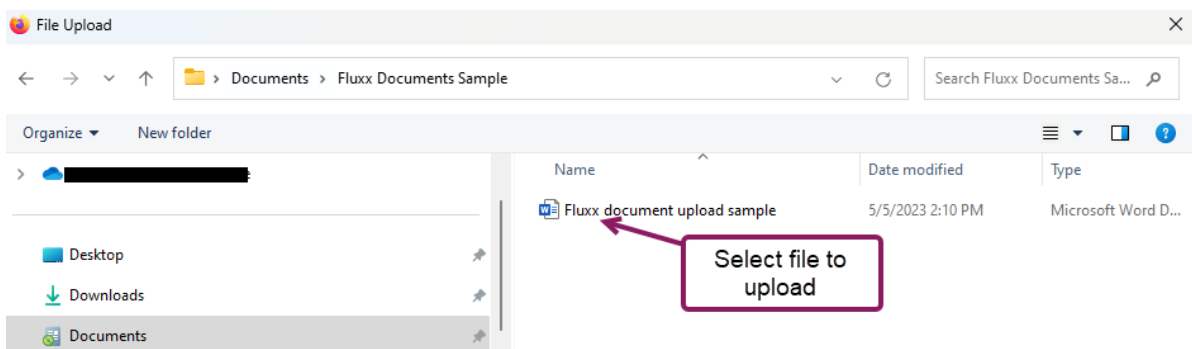
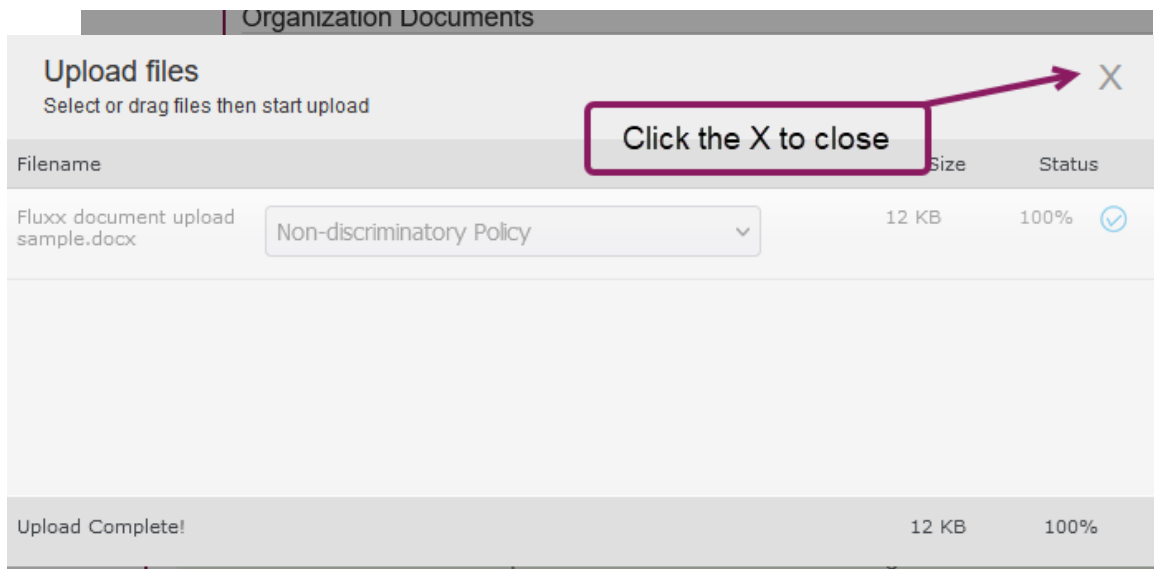
**What happens after the application is submitted?**

- If necessary, someone from Next50 may contact you to request additional information.
- Applicants that are most closely aligned with COR guidelines will be invited to participate in the second stage of the application process which will include a virtual site visit. **It is important to note that not all applicants will be invited for a virtual site visit, and participation in a site visit does not guarantee funding. Some applicants who participate in a site visit will not receive funding.**
- Funding decisions will be announced in mid-May 2024.

**Application Tips and Tricks**

- **Primary Signatory.** To show up in the drop-down menu as either a Primary Contact or Primary Signatory, the person needs to be registered as a user in the [FLUXX portal](#). If the Primary Signatory doesn't want or doesn't need a user account, you can select the same user as the Primary Contact, and any documentation that needs to be signed (if awarded a grant) can be forwarded/transferred to the correct signer via DocuSign when it is sent out.
- **Adding documents to your application.** Note: if the green plus sign icon is not visible, that indicates that we already have the document, and you are not required to upload it. Once a document has been uploaded, it can be found in the document uploads section of the application.





## Entering Geographical Area Served information:

- For Colorado-based projects, please select the county(ies) served. If your project serves the entire state of Colorado, please select "Colorado-Statewide".
- For projects based outside of Colorado, please select the state(s) that are served by your project.


### Geographical Area Served

**Geographical Area Served:** Click on the green plus sign below to open the multi-select tool. Type in the state or county your project serves and click the checkbox to select that area. For multiple selections, search for each area name separately and check the box. Once every state and/or county has been selected, click the "Add Area(s)" button on the bottom right and use the sliders to adjust the percentages.

*For Colorado-based projects,* please select the county(ies) served. If your project serves the entire state of Colorado, please select "Colorado-Statewide."

*For projects based outside of Colorado,* please select the state(s) that are served by your project.

### Geographical Area Served Multi-Select Tool

**Click on green plus sign to enter information** → 

Tip: Please click "Save" before continuing to the next section.

### Add Geographical Area Served Mul...

Colorado

Boulder

1. Enter state or county into search bar
2. Check the appropriate box
3. Add another search term and repeat process for EACH state/county

Add Geographical Area Served Mul... ×

Washington

Colorado

Washington

Washington

Washington DC

After all state(s)/county(ies) are selected click Add Area(s) button

Add Area(s)

Edit Percentages ×

1. Slide the square to enter percentage

Colorado / Boulder 25 %

Maine 10 %

Washington 44 %

Washington DC 21 %

Evenly Distributed % Total - 100%

2. Click Update percentages

Update Percentages

## Geographical Area Served

**Geographical Area Served:** Please indicate the state(s) served by your project. For Colorado-based projects, please select the county(ies) served.

To do this, click on the green plus sign below to open the multi-select tool. Type in the state or county your project serves and click the checkbox to select that area. For multiple selections, search for each area name separately and click the checkbox. Once every state and/or county has been selected, click the "Add Area(s)" button on the bottom right and use the sliders to adjust the percentages.

### Geographical Area Served Multi-Select Tool

The screenshot shows a list of geographical areas with their respective percentages. A callout box points to a blue plus icon in the top right corner, labeled "Click this icon to edit percentages". Another callout box points to a plus icon in the top right corner, labeled "Click here to add more areas". A third callout box points to a plus icon in the top right corner, labeled "Edit Percentages".

Colorado / Boulder (25%)
Maine (10%)
Washington (44%)
Washington DC (21%)

### Geographical Area Served Multi-Select Tool

The screenshot shows a list of geographical areas with their respective percentages. A callout box points to a red minus sign in the bottom right corner, labeled "To remove an area hover on the right side and click the red minus sign". A "Delete" button is visible in the bottom right corner.

Colorado / Boulder (25%)
Maine (25%)
Washington (25%)
Washington DC (25%)

For more Grantee Portal and Application resources please visit our [website](#)

If you require assistance, please email [info@next50foundation.org](mailto:info@next50foundation.org)