

https://www.mcknight.org/myaccount ← (1) Go to this website

THE MCKNIGHT FOUNDATION

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## Online Grants System Account Login

Please follow the "Account Login" link at the upper right to access saved applications, view your application history, or submit a report.

(2) Click to Login

https://www.grantrequest.com/SID\_1082/Default.asp?SA=AM&FID=&SESID=4519&RL=

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### Please Sign In

You have left [www.mcknight.org](http://www.mcknight.org) and are now under the Privacy Policies of MicroEdge. MicroEdge is a company McKnight contracts with to collect grant application and reporting information to share with McKnight staff.

**Please make sure that any staff working on this application or report have access to this email address and password. It is recommended that you only create one account per organization.**

To create an account, select "New Applicant?"

If you've forgotten your account password, select "Forgot Password?"

Cookies must be enabled on your internet browser.

**PLEASE NOTE: As of September 23, 2013, passwords are case sensitive. All passwords will be automatically changed to lowercase until account holders have updated their passwords. To update your password, select "Change Email/Password" at the top left of the screen after you've logged in to your account.**

E-mail:  Password:

New Applicant?  Forgot Password?

(3) type in your email and password

Account Login (4) Click to login to your account

- (5) If you do not know your username or want to change the username on file, contact [kvang@mcknight.org](mailto:kvang@mcknight.org)
- (6) If you do not know your password, then click on "Forgot Password?" to send a new one to your email

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Account: vang0943@umn.edu | [Change Email/Password](#) | [Communications Guidelines](#) | [Share Your Story](#) | [Questions?](#) | [Logout](#)  
 Last Log in: 12/1/2015 1:59 PM GMT-05:00

[Applications](#)   [Requirements](#)

### Requirements (1) Click on requirements

This area is where you will manage your new, in progress, and submitted grant reporting requirements.

1. Select New Requirements, In Progress Requirements, or Submitted Requirements from the drop down menu at the right of the screen.
2. Selecting New Requirements allows you to email, view, and/or start working on new requirement forms that have been posted to your account.
3. Selecting In Progress Requirements allows you to email and/or open and continue working on your requirement.
4. Selecting Submitted Requirements allows you to open (to view or print) and/or email the requirements you have successfully submitted.

**ACCOUNT OWNERS:** Owners have exclusive rights to edit, save, or submit requirements. Owners can also grant read-only access to "Viewers" by selecting the Manage Viewers icon under Action. Viewers must have (or create) an account before gaining access. Viewer access remains until the Owner removes it.

(2) Click on [New or In Progress Requirements](#) to see the report templates available

Show In Progress Requirements ▾

Hide Viewer Only Requirements

Form Name	Project Title	Type	ID	Due	Updated	My Role	Action
<a href="#">The McKnight Foundation Report - Financial</a>	ADFADFA	Financial Report	420273	01/27/2017	12/02/2015	Owner	
<a href="#">The McKnight Foundation Report - CCRP/Principal or Single Collaborator</a>	ADFADFA	Final Report	401288	02/20/2015	12/02/2015	Owner	
<a href="#">The McKnight Foundation Report - CCRP/Partner</a>	ADFADFA	Interim Report	401287	02/20/2015	12/02/2015	Owner	
	ADFADFA	ER - Final Report	401286	02/20/2015	12/02/2015	Owner	
	ADFADFA	ER - Interim Report	401285	02/20/2015	12/02/2015	Owner	
	ADFADFA	ER - Financial Report	401284	02/20/2015	12/02/2015	Owner	
<a href="#">Confirmation of Funds Received</a>	ADFADFA	Confirmation of Funds Received	401283	02/20/2015	12/02/2015	Owner	
<a href="#">The McKnight Foundation Report - CCRP/Principal or Single Collaborator (ER)</a>	ADFADFA	ER - Interim Report	420161	11/17/2015	11/17/2015	Owner	

(3) Click on the reporting requirement below to verify funds received

Confirmation of Funds Received | **Attachments** | Review My Requirement

Save & Finish Later | Review & Submit

### Attachments

Printer Friendly Version | Email Draft

To complete your requirement, you must use the tool below to attach your confirmation. You may only submit the file as MS Word or PDF.

\* Confirmation of Funds Received ([McKnight template](#))



(1) [click here to download the Confirmation of Funds Recieved Template](#)

To use our template, select the link above to download the document to your computer (be sure to select "Save", not "Open" in the dialogue box); work offline to complete, and upload file when ready.

When the file is ready for submission, follow the steps below to attach the document:

1. Choose the Confirmation of Funds Received "Title" from the drop-down menu.
2. "Browse" your computer to locate the completed file.
3. Select the file and click "Open," and your file will appear next to "File Name."
4. Click "Upload" to attach the file to this requirement form.

The top of your screen will display the file you have properly uploaded for submission.

#### Upload

The maximum size for all attachments combined is 25 MB. Please note that files with certain extensions (such as "exe", "com", "vbs", or "bat") cannot be uploaded.

Title:

File Name:

Save & Finish Later | Review & Submit

File

Home

Insert

Page Layout

References

Mailings

Review

View

Developer

Form

Acrobat

Design

Layout



Times New Rom 12

A

A

Aa

Aa



AaBbCcI

AaBbCcI

AaBbCcI



Paste

B I U abc x<sub>2</sub> x<sup>2</sup>

Font

Paragraph

Normal

No Spaci...

Heading 1

Change Styles

Editing

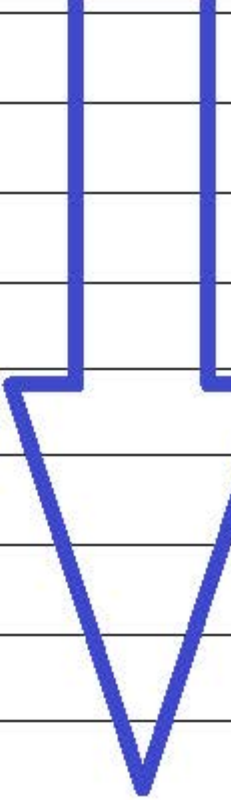
Styles

## Confirmation of Funds Received

Please complete the following form confirming that the grant funds were received. When done, upload the form to your online account requirement. Thank you.

Fill out the cells below and save file onto your computer

Grant Number <i>(as shown within the online requirement)</i>	
Legal Name of Organization <i>(as shown within the online requirement)</i>	
Total payment sent in U.S. Dollars <i>(as shown on your payment correspondence)</i>	\$
Date funds were received	
Total amount received in U.S. Dollars	\$
If funds were converted to local currency, enter exchange rate used	
If funds were converted to local currency, enter amount received in local currency	
Name of person completing form	
Email address of person completing form	



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Confirmation of Funds Received | **Attachments** | Review My Requirement

Save & Finish Later | Review & Submit

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\* Confirmation of Funds Received (McKnight template)

To use our template, select the link above to download the document to your computer (be sure to select "Save", not "Open" in the dialogue box); work offline to complete, and upload file when ready.

When the file is ready for submission, follow the steps below to attach the document:

1. Choose the Confirmation of Funds Received "Title" from the drop-down menu.
2. "Browse" your computer to locate the completed file.
3. Select the file and click "Open," and your file will appear next to "File Name."
4. Click "Upload" to attach the file to this requirement form.

The top of your screen will display the file you have properly uploaded for submission.

### Upload

The maximum size for all attachments combined is 25 MB. Please note that files with certain extensions (such as "exe", "com", "vbs", or "bat") cannot be uploaded.

Title: Confirmation of Funds Received (Required) ▾

File Name:  Browse...

Upload

 (1) Click on browse to find your saved file

 (2) Click on Upload

Save & Finish Later | Review & Submit

 (3) Click on Review & Submit

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- Confirmation of Funds Received
- Attachments
- Review My Requirement

Save & Finish Later | **Submit**  **(1) Click on Submit to finalize your submission**

You can review the information you've provided so far and make necessary modifications here. If you're satisfied with the contents of this report, click Submit. If you're not ready to submit your report yet, click Save & Finish Later.

**Confirmation of Funds Received** | Printer Friendly Version | Email Draft

\* Required before final submission

Tip: To take a break and/or save your work, select "Save & Finish Later." To navigate throughout this form, select the section name above or the "Next" button.

### GRANT INFORMATION

\* Legal Name of Organization

Grant Number  
15-120

Purpose of Grant  
ADFADFA

Grant Amount  
0.0000

Grant Duration (in months)  
0

**Please submit confirmation that the grant funds were received using our template and the tool in the Attachments section of this requirement form.**

### Attachments