Connecticut Community Foundation

Timeless Impact®

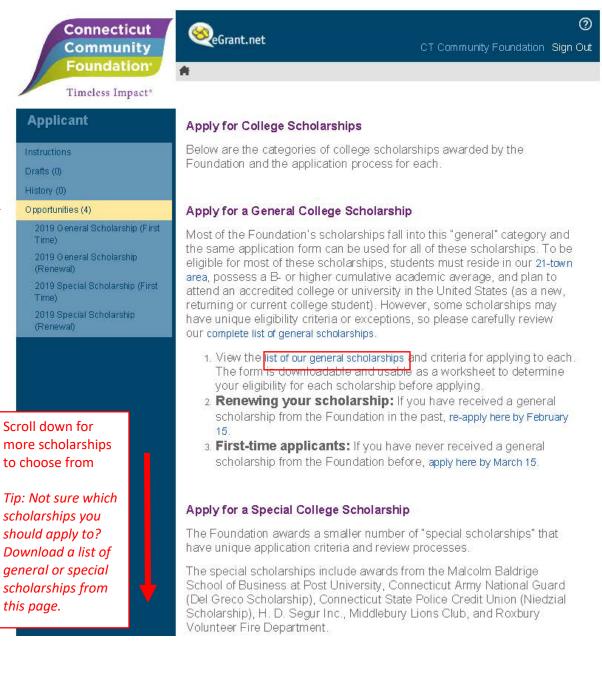**Guide to Applying for Connecticut Community Foundation Scholarships on eGrants.net**

1. Creating a New Account

   a. Go to the eGrant Scholarship home page: https://ccfscholarships.egrant.net

   b. Create a new user account by choosing the "create a new account" link

   c. Once you have created an account, an email will be sent to you with your username and password

Tip: This will be your account for both first time and reapplying scholarship recipients. It will allow you to access your submitted application after you apply.

eGrant.net

We look forward to receiving your scholarship applications!

Connecticut Community Foundation fosters creative partnerships that build rewarding lives and thriving communities in 21 towns in Greater Waterbury and the Litchfield Hills. Each year, thanks to the extraordinary generosity of donors over many decades, the Foundation awards hundreds of scholarships to students in our region from all walks of life to help them achieve their dreams of a college education.

Please login to begin the scholarship application process.

Login: [_____]

Password: [_____]

[Login]

If you do not remember your account information, click here.

PLEASE NOTE: The Foundation has launched a new online application system for 2019. As such, all applicants will need to create a new account.

If you need any assistance using this grant portal, contact support@conncf.org

Connecticut Community Foundation, 43 Field St., Waterbury, CT 06702
www.conncf.org

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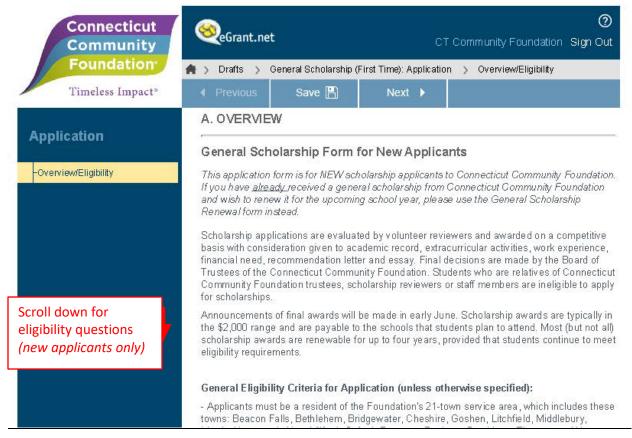
Tip: Stuck? Use the help icon on the top right corner of your screen for directions on how to navigate eGrants.

2. Starting a Scholarship Application

   a. Below is a screen shot of the welcome screen, which provides an overview of the Foundation's scholarship opportunities.

   b. First, identify if you are applying for a General Scholarship (the majority of students) or a Special Scholarship (for special awards as listed).

   c. Second, identify if you are applying for a Renewal Scholarship (if you have received a Foundation scholarship previously) or a First-Time Scholarship (if you have not received a Foundation scholarship previously).

   d. You can start a scholarship application in one of two ways: Click on the appropriate link on the main screen **or** choose a link under "Opportunities" on the left sidebar.

Tip: Call us (203) 753-1315 or email support@conncf.org if you are not sure which application to use.

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CT Community Foundation Sign Out

Applicant

Instructions
Drafts (0)
History (0)
Opportunities (4)
   2019 General Scholarship (First Time)
   2019 General Scholarship (Renewal)
   2019 Special Scholarship (First Time)
   2019 Special Scholarship (Renewal)

Apply for College Scholarships

Below are the categories of college scholarships awarded by the Foundation and the application process for each.

Apply for a General College Scholarship

Most of the Foundation's scholarships fall into this "general" category and the same application form can be used for all of these scholarships. To be eligible for most of these scholarships, students must reside in our 21-town area, possess a B- or higher cumulative academic average, and plan to attend an accredited college or university in the United States (as a new, returning or current college student). However, some scholarships may have unique eligibility criteria or exceptions, so please carefully review our complete list of general scholarships.

1. View the list of our general scholarships and criteria for applying to each. The form is downloadable and usable as a worksheet to determine your eligibility for each scholarship before applying.
2. **Renewing your scholarship:** If you have received a general scholarship from the Foundation in the past, re-apply here by February 15.
3. **First-time applicants:** If you have never received a general scholarship from the Foundation before, apply here by March 15.

Apply for a Special College Scholarship

The Foundation awards a smaller number of "special scholarships" that have unique application criteria and review processes.

The special scholarships include awards from the Malcolm Baldrige School of Business at Post University, Connecticut Army National Guard (Del Greco Scholarship), Connecticut State Police Credit Union (Niedzial Scholarship), H. D. Segur Inc., Middlebury Lions Club, and Roxbury Volunteer Fire Department.

Scroll down for more scholarships to choose from

Tip: Not sure which scholarships you should apply to? Download a list of general or special scholarships from this page.

3. Completing the Scholarship Application

   a. Review the *Overview/Eligibility Section*

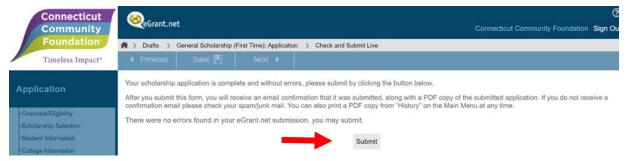b. Determine which scholarships you are eligible to apply to, and check them off.

Saving Tip: The application will automatically save when you move from one page to the next. If you are stepping away from your computer, be sure to save *(as shown above)* before you leave. The website will time out, which may cause you to lose completed information.

c. Complete the remainder of the application

d. Once you have started the application you can save it at any time and come back to it. To access a draft application to keep working on it, log back in and:

    i. Choose the *Draft* folder from the sidebar

    ii. Check the box of scholarship application you would like to keep working on

    iii. Choose *Edit* from the menu above

4. <u>Submitting Your Application:</u> Your application is not complete until you hit the *Submit* button

a. If you didn't fill in one or more required fields, you will now be prompted to do so*

b. When complete, a new screen will appear saying that you have successfully submitted your application

c. An email will be sent to you with a PDF copy of your submitted application and all your attachments

Note for New Applicants: *You will not be able to submit your application until your Recommendation Letter has been electronically received. When received, you will be notified by email. At that time, you can log back in to the system to submit your application. Please leave adequate time before the deadline for your Recommender to complete this letter.*

5. <u>Accessing Your Submitted Scholarship Application:</u>

a. Log into eGrants and choose the *History* folder from the left menu

b. All your submitted scholarship applications will be included here for you to refer to or download a PDF copy

c. Simply select the grant you want and choose the *View* option from the top menu