

## Submitting a Grant Application through proposalCENTRAL

Starting in 2018, Crohn's and Colitis Canada is accepting applications to its grant competitions via [proposalCENTRAL](#).

### Application Instructions

1. Visit <https://proposalcentral.altum.com/>
2. Login, or create a new account for first-time users.
3. Select the "Grant Opportunities" tab.
4. Filter the list by grant maker: "Crohn's and Colitis Canada".
5. Find the appropriate program on the list and click "Apply Now".
6. The system will take you through the application steps. Clicking "next" will save the previous section's entry.
7. Please note the application instructions in the light blue boxes on each page of the application.
8. Upload all necessary documents (templates provided).
9. Validate your application and submit. You will be prompted by proposalCENTRAL to complete an additional signature page, however, you are NOT required to submit this form.

PLEASE NOTE THAT WHEN COMPLETING AN APPLICATION THE SYSTEM ASKS FOR INFORMATION THAT CROHN'S AND COLITIS CANADA DOES NOT REQUIRE. OPTIONAL FIELDS ARE INDICATED ON THE FORMS. FOR CLARITY, THE FIELDS NOT REQUIRED BY CROHN'S AND COLITIS CANADA INCLUDE DATE OF BIRTH, PASSPORT NUMBER, AND SOCIAL SECURITY NUMBER. **DO NOT PROVIDE THIS INFORMATION.**

### For Support

For technical support with the online application, contact proposalCENTRAL:

[pcsupport@altum.com](mailto:pcsupport@altum.com)

1-800-875-2562 (Toll-free)

Weekdays, 8:00 am to 5:00 pm (Eastern)

For program information or application content requirements, contact Crohn's and Colitis Canada:

[research@crohnsandcolitis.ca](mailto:research@crohnsandcolitis.ca)

416-920-5035 x252