# AmpliFund Applicant Portal

## Terminology

**Opportunity** – A publicly or privately posted chance to obtain funding, it could be competitive, non-competitive or continuation

*Other terms your organization may use: Request for Proposals (RFP), Notice of Funding Opportunity (NOFO), Grant Cycle*

**Application** – What an applicant completes to express desire to receive an awarded opportunity

**Performance Plan** – Proposed project/program goals associated with an opportunity

*Other terms your organization may use: Programmatic Goals, Outcomes Tracking, Grant Reports*

**Budget** – Proposed spending associated with an opportunity

**Project Information** – Basic intake information when starting an application, including contact information

*Other terms your organization may use: Cover Letter of your application packet*

**Administration Section –** The section of the applicant portal where you can access opportunities where you’ve started or saved an application, can add users, update your account or access FAQ

**User Roles**:

**Administrator** - Administrators can create, edit, delete, and withdraw applications; create and edit accounts; and add new users.

**Editor** - Editors can edit applications and update their account settings.

**Application Status**:

**Saved** – An opportunity where a user in your organization has selected “Save” on the opportunity details page

**Unsubmitted** – An application that has been started, but not yet submitted to the funder

**Submitted** – An application that has been sent as complete to a funder, no changes can be made to a

submitted application

**Withdrawn** – An application where a user in your organization has selected “Withdraw”, withdrawn applications cannot be resubmitted to a funder

**Approved** – An application that has been awarded by the funder

**Rejected** – An application that the funder has selected not to receive an award