



Understanding Your Application Status



We know waiting to hear back about a grant application can be stressful, and sometimes confusing. To help clarify the process and reduce the need for follow-up calls or emails, we've created this quick reference guide to explain the different status indicators you may see in our grant application system.

Each status update reflects where your application is in the review process. If you still have questions after reviewing this guide, feel free to reach out—but we hope this helps provide clarity and peace of mind as you await next steps. **Below is a list of definitions for requests as they progress through each step:**

- LOI Draft:** The LOI is being completed by the applicant but has not yet been submitted.
- LOI Submitted:** The applicant has submitted the LOI; it is awaiting review by administrators.
- LOI Completed:** The LOI has been reviewed and marked complete by the administrator. At this stage, the administrator may assign evaluators, assign the application form to the applicant, or approve/deny the request.
- Application Draft:** The application is being completed by the applicant but has not yet been submitted.
- Application Submitted:** The applicant has submitted the application; it is awaiting review by administrators.
- Application Completed:** The application has been reviewed and marked complete by the administrator. At this stage, the administrator may assign evaluators or approve/deny the request.
- Evaluations Assigned:** The application has been assigned to evaluators.

- Evaluations Closed:** The evaluations have been closed by the administrator.
- Denial Draft:** The denial process has been initiated but is not yet finalized.
- Denied:** The request has been denied and will no longer appear on your dashboard.
- Approval Draft:** The approval process has been initiated but is not yet finalized.
- Approved:** The request has been approved, and no follow-up forms have been assigned.
- Follow Up(s) Assigned:** The approved request has one or more follow-up forms assigned.
- Abandoned:** The request has been marked as abandoned, preventing the applicant from continuing the process. This request will no longer appear on your dashboard.
- Closed:** The request has been approved and officially closed. No further action is needed. This request will no longer appear on your dashboard.