Agencies not already using E-CImpact must create an account:

  
  *Note:* You must have an EIN number to self-register. Follow the prompts on the website to set up your agency profile and register any program(s) for which you wish to request funding.

- All other agencies may request an account by emailing Reporting.Help@uwcentralohio.org with your organization name, EIN, and name and email address of the person who will be the primary contact. Please put Account Registration in the subject line. We will respond within 1 business day.

If you need further assistance, email us at Reporting.Help@uwcentralohio.org or call 614-241-3073 to speak with a member of our Data Science team.

**Agencies with existing accounts:** Login to E-CImpact at [https://agency.e-cimpact.com/login.aspx?org=37145F](https://agency.e-cimpact.com/login.aspx?org=37145F). If you have not yet accessed this system, contact your agency’s primary contact (typically the Executive Director) for your login and temporary password. If you are unable to access the system, send an email to Reporting.Help@uwcentralohio.org for further assistance.

**Once logged in:**

- Go to the Apply/Report box on the left side of the home page
- Click on Grant Applications and select the FC Columbus Counts Census Grant, then click continue.
Franklin County Columbus Counts: 2020 Census Grants Application Overview

Sign in. If you have an existing account, or received your login from United Way skip to page 5. To register with your EIN if yours is a 501c3 non-profit agency, continue to next page.
Fill in all required fields on the Agency Registration page. This is where you choose your username and password – make sure you write it down so you don’t forget! Click next.

Choose FC Columbus Counts Census Grant under the Franklin County BOC section. You may see other options to click on – do not select these.
Review agency info summary. Click complete registration.

The green status bar at the top of the page confirms completed registration. Click Next.
For agencies registered by United Way, review and update your agency profile. Click continue at the bottom of each page.
Agency Profile updates, continued...
Next click on Grant Applications under Apply/Report. Select FC Columbus Counts Census Grant. Click Continue. On the next screen click Complete Registration.
You have added the grant process to your account. The next step is to add a program so you can access the application form. Click the link.
Click the blue plus sign to create a new program.

Fill out the program information. Save and click Complete Registration.
Franklin County Columbus Counts: 2020 Census Grants Application Overview

You will get a confirmation screen (and an email will be sent to you). Click Continue.

Now you have access to all forms required to complete the application. Scroll to the end of the page, past the instructions and eligibility. Notice there are 2 forms under the Program Name, and the red banner showing Not Started. See image below.
Click on each form and enter your responses. Note that there is a section for attachments. You must click on and mark this section as completed even if you do not attach a file.

The status bar makes it easy to track your progress (see images below). Once submitted, the status bar will be green and you will not be able to make edits. You will receive an email confirming that the application was successfully submitted.
For questions specific to the grant application, please contact Ms. Keena Smith at kmsmith@franklincountyohio.gov.

For technical support please email reporting.help@uwcentralohio.org

Thank you!