

Grand Challenges
in Global Health



Online Application Submission Instructions

While the Foundation for the National Institutes of Health (FNIH) administers and manages the Grand Challenges in Global Health Initiative, your full application will be shared with the Bill & Melinda Gates Foundation.

All submissions will be treated as **CONFIDENTIAL**.

Step 1: Account Log In

https://www.grantrequest.com/SID_373

To access the online application go to:
https://www.grantrequest.com/SID_373

Arrow 1

- Enter the same **e-mail address and password** that you used for the submission of your Letter of Intent (LOI).

Arrow 2 and box

- Select “**I am a returning online applicant.**” and click on [**Continue**]

Arrow 3

- **Forgot Your Password?**

If you don't recall your password, please select the link at the bottom center of the page to have the system send it to your e-mail account.

- **Which E-mail?**

If you don't recall the e-mail address used to submit your LOI, please send an e-mail request to:

grants@grandchallengesgh.org

You can change the password and/or e-mail associated with your account once logged in.

Account Login - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address https://www.grantrequest.com/SID_373/Default.asp?CT=CT&SA=8&FID= Go Links »

Grand Challenges
in Global Health

Account Login

[Exit](#) [Contact Us](#)

Please Sign In

E-mail Address:

I am a new online applicant.

I am a returning online applicant.

My password is:

[Forgot your password? Click here](#)

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Step 2: Review the Homepage

- **Change E-mail/Password:** Once you have logged in, you will have access to a link at the top of the page that will allow you to change your E-mail/Password (box) .

The homepage is divided into the following 3 sections

- **New:** Here you will find a link for each application you have been invited to submit. Note: All of the links will have the same name, “Full Application – GCGH”, so you will need to remember which application each link takes you to.
- **Open:** Here you will find links to any application that has been started and saved.
- **Submitted:** Here you will find links to all the letters of intent and full applications you have submitted.

Click the link in the “New” section to view and begin completing your full application.

My Account - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address https://www.grantrequest.com/SID_373/Default.asp Go Links

Exit Contact Us

[Change E-mail/Password](#)

New

To begin the second stage of your application, click on one of the links below:

[Full Application - Grand Challenges in Global Health](#)

Open

The following applications have been started but have not yet been submitted. To edit or submit an application, click on the application name.

Please note: applications that have not been updated in over 120 days will be automatically deleted.

| Application Name | Requested Amount | Last Updated | Action |
|------------------|------------------|--------------|--------|
|------------------|------------------|--------------|--------|

Submitted

These applications have already been submitted. To view a summary of the application information, click on the application name.

| Application Name | Requested Amount | Submitted |
|------------------|------------------|-----------|
|------------------|------------------|-----------|

[Foundation for the National Institutes of Health - Grand Challenges](#)

Dec 10, 2003

Step 3: The Online Application

Familiarize yourself with the following standard links and buttons found on the online application:

Arrow 1 (links, from left to right)

- **Exit:** to leave the application and go to the GCGH home page.
- **Application Instructions:** to access a copy of the latest application form and instructions , budget template, and FAQs.
- **Contact Us:** opens an e-mail addressed to the GCGH.

Arrow 2 (links, from left to right)

- **Page Numbers:** to navigate to each page of the application.
- **Review My Application:** to see the entire application on one Web page.
- **Printer Friendly:** to view and print the whole application with your complete entries.

Arrow 3 (buttons) **IMPORTANT**

- **[Save and Finish Later]:** Click on this button periodically and always before exiting. Otherwise, you will lose information you entered during the session.
- **[Next]:** used to navigate to the next page.

Full Application - Grand Challenges in Global Health

[Exit](#) [Application Instructions and Budget Spreadsheet Template](#) [Contact Us](#)

Page 1 2 3 4 5 [Review My Application](#) [Printer Friendly Version](#)

Page 1 - Project Information

[Save & Finish Later](#) [Next](#)

Step 4: Reviewing and Entering Data

(Pages 1 to 4 of the application)

- Review each page of an application and prepare all of the information you need before starting your entries.
- When cutting and pasting information from another document, all formatting (i.e. underline, bold, special characters, etc.) will be lost.
- Some data on the application comes from the information submitted in your Letter of Intent (LOI) and cannot be changed.
- New information entered in text boxes must be in alpha/numeric characters only. Separate boxes are available in certain sections for you to indicate changes to the information submitted in your LOI.
- Some Information is also selected from drop down menus.
- **IMPORTANT:** If you are submitting several applications, you must save and exit your browser before opening a second application. Otherwise, you may end up saving the information in the wrong application.

The screenshot shows a web browser window titled "Full Application - Grand Challenges in Global Health - Microsoft Internet Explorer". The address bar shows the URL: https://www.grantrequest.com/SID_373/Default.asp?SA=5CA&AID=24299. The form contains the following fields:

- Project Title: Development of Single Dose Vaccine
- Grand Challenge: GC#01-Create effective single-dose vaccines
- * Sponsoring Institution Name: Immunosystem
- Duration of Project (Number of Months): Enter months in whole numbers - use only the format: 48. Below this is an empty text box.
- * Type of Sponsoring Institution: A dropdown menu is open, showing options: University (selected), - Select One -, Research Institute, Hospital, Other Nonprofit, Company (For-Profit), and Government.
- Tax Status: A dropdown menu is open, showing options: it (US) and US institutions only.

Three green arrows point from the text on the left to the "Grand Challenge", "Duration of Project", and "Type of Sponsoring Institution" fields.

Step 5: Uploading Attachments

(Page 5 of the online application)

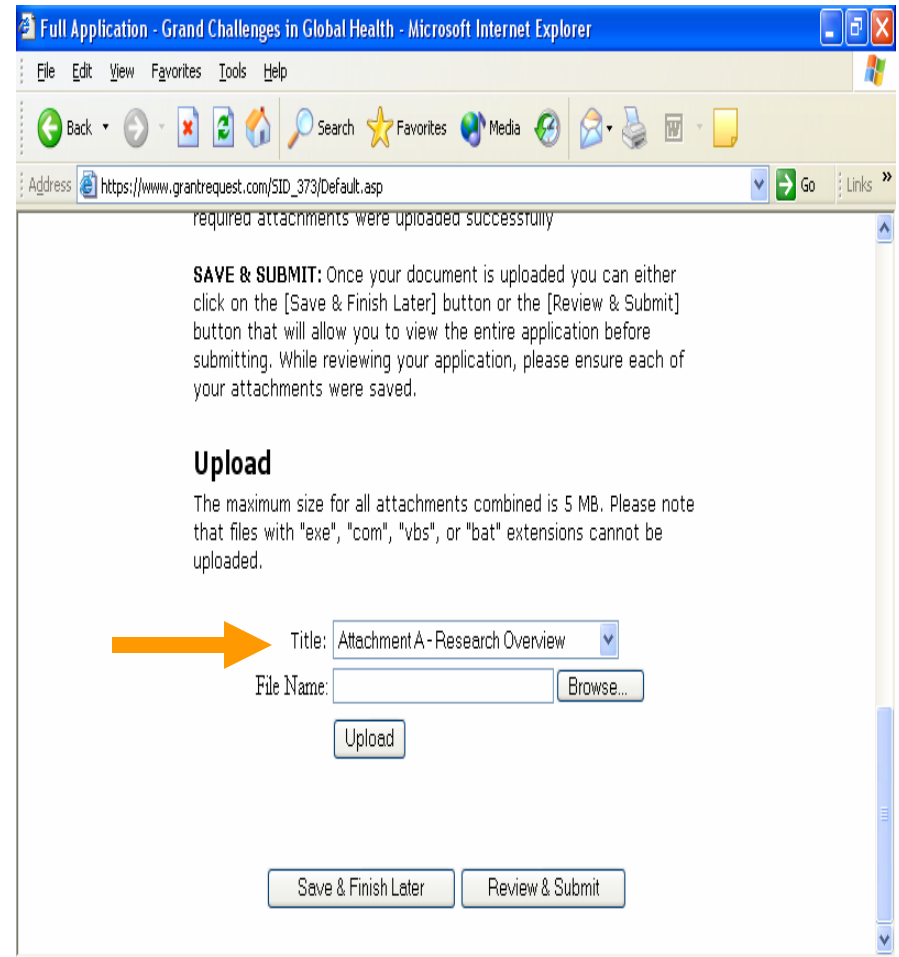
IMPORTANT: Be sure to download and read the latest version of the application form and instructions, budget template, and FAQs available at:

<http://www.gcgh.org/subcontent.aspx?SecID=363>

- Ensure that all attachments are in the specified Word, RTF, PDF or Excel formats as described on the form and in the application instructions.
- To attach your files, select the file name on the “Title” pull down menu (**arrow**), Click on [Browse...] to find your file, then click on the [Upload] button to attach it.

NOTE: Large files may take a few minutes to upload. File information will appear at the top of the screen after the upload is complete.

- **IMPORTANT** - Make sure to click on either the [Save & Finish Later] button or the [Review & Submit] button. Otherwise, your uploaded files will not be saved.



The screenshot shows a Microsoft Internet Explorer browser window titled "Full Application - Grand Challenges in Global Health". The address bar displays "https://www.grantrequest.com/SID_373/Default.asp". The main content area shows a confirmation message: "required attachments were uploaded successfully". Below this, there is a "SAVE & SUBMIT" section with instructions: "Once your document is uploaded you can either click on the [Save & Finish Later] button or the [Review & Submit] button that will allow you to view the entire application before submitting. While reviewing your application, please ensure each of your attachments were saved." The "Upload" section states: "The maximum size for all attachments combined is 5 MB. Please note that files with ".exe", ".com", ".vbs", or ".bat" extensions cannot be uploaded." There is a form with a "Title" dropdown menu set to "Attachment A - Research Overview", a "File Name" text box, and a "Browse..." button. An orange arrow points to the "Title" dropdown. Below the form is an "Upload" button. At the bottom of the page are two buttons: "Save & Finish Later" and "Review & Submit".

-Bottom of page 5 of the online application

Step 6: Final Review & Submission

- Be sure that you have entered all of your information and uploaded all required files..
- Then click on the [Review & Submit] button at the bottom of page 5 to view the entire application before submitting.
- The system will prompt you to fix certain errors and will not allow you to submit the application until they are all corrected.
- **IMPORTANT:** File uploads can take up to five minutes or more depending on the speed of your connection and Internet traffic. When reviewing your application verify that all of your attachments were saved.
- Once you have made your changes, click on the [Update] button. After a final review, click on the [Submit] button at the bottom of the page. You will receive a confirmation e-mail within a few minutes of your submission.

Full Application - Grand Challenges in Global Health - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address https://www.grantrequest.com/SID_373/Default.asp Go Links

Geographic Regions of the World Affected
Please select at least one - one per box below.

This is a required field.

- Select One -

- Select One -

- Select One -

Attachments

| Title | File Name |
|---|---|
| Attachment A - Research Overview | Attachment A - Research Overview.doc |
| Attachment B - Research Plan | Attachment B - Research Plan.doc |
| Attachment C - PI and Collaborator Bios | Attachment C - PI and Collaborator Bios.rtf |
| Attachment D - Budget Spreadsheet | Attachment D - Budget Spreadsheet.xls |

Save & Finish Later Update

Questions

- Start by reviewing the latest Frequently Asked Questions (FAQS) at: <http://www.gcgh.org/subcontent.aspx?SecID=363>
- Please direct any inquiries to grants@grandchallengesgh.org or call 301-402-4968.