

ISYP APPLICATION TOP 10

- 1) 2021 ISYP Application will open Thursday, September 3rd at 9:00 a.m.
- 2) Go to indysummeryouthprograms.org to access the link to the online application.
- 3) You will need to create a profile for your organization and yourself before gaining access to the application. ***If you have applied for a CICF grant, other than ISYP, before you will not have to re-create your profile.*
- 4) Have an electronic version of your Board List, Budget, and 990 or audited financial statements available when you start building your organizational profile. ***If you already have a profile, be sure to check that the materials uploaded are up to date.*
- 5) On the home screen, in the lower right corner you will see a section labeled “Open calls”, and inside that table a row labeled 2021 Indy Summer Youth Programs Click “Apply” to start an application.
- 6) Once you have started an application, it will be saved under “My Applications” which is located on the home screen. ***It will begin to save your application as soon as you open it, even if you do not input any information. Please do not begin multiple blank applications!*
- 7) Save and return as often as you need to complete the application by using the SAVE DRAFT button found at the bottom of the application.
- 8) Your application will not be submitted until you press SUBMIT.
- 9) Application deadline is Monday, October 26th at 12:00 p.m.
- 10) The “Technical Tips” document will be helpful for first time users in the portal. Hector Morales Hernandez can also provide technical assistance.

Questions and Concerns: Contact Hector Morales Hernandez at hectorhm@cicf.org
or 317.634.2423 x 138.