

Creating an Account Guide

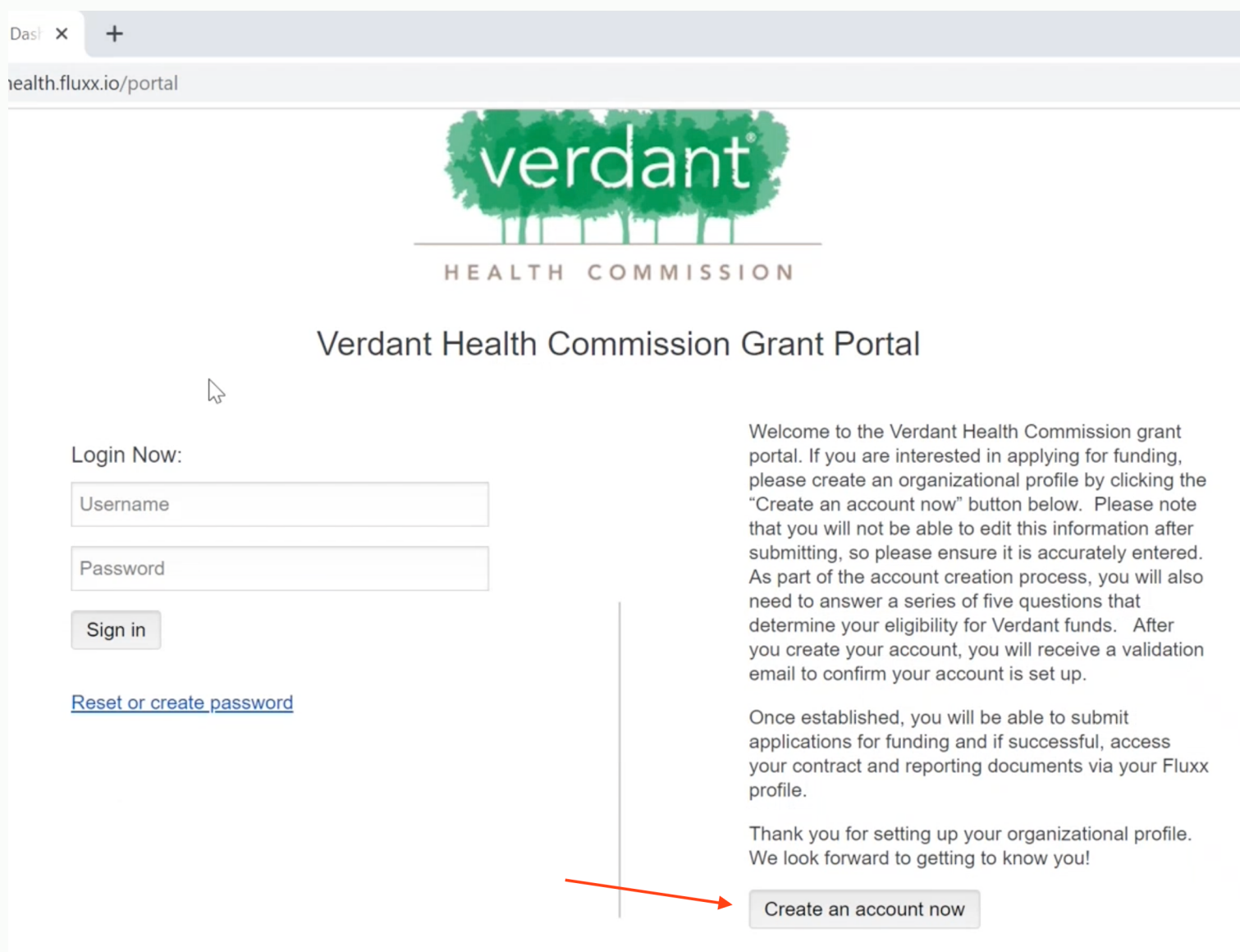


HEALTH COMMISSION
SERVING SOUTH SNOHOMISH COUNTY

Note:

Please note that you will not be able to apply for funding the same day that you sign up for your grantee portal account. It will take up to three days after sign up for you to be able to access your account.

Starting at the portal screen, scroll down and click on the "Create an account now" button.



The screenshot shows a web browser window with the address bar displaying "health.fluxx.io/portal". The page features the Verdant Health Commission logo, which consists of the word "verdant" in a green, lowercase font with a stylized tree graphic above it, and "HEALTH COMMISSION" in a smaller, brown, uppercase font below it. The main heading is "Verdant Health Commission Grant Portal".

On the left side, under the heading "Login Now:", there are two input fields: "Username" and "Password". Below these fields is a "Sign in" button. A link labeled "Reset or create password" is positioned below the "Sign in" button.

On the right side, there is a welcome message: "Welcome to the Verdant Health Commission grant portal. If you are interested in applying for funding, please create an organizational profile by clicking the 'Create an account now' button below. Please note that you will not be able to edit this information after submitting, so please ensure it is accurately entered. As part of the account creation process, you will also need to answer a series of five questions that determine your eligibility for Verdant funds. After you create your account, you will receive a validation email to confirm your account is set up."

Below the welcome message, there is a paragraph: "Once established, you will be able to submit applications for funding and if successful, access your contract and reporting documents via your Fluxx profile."


At the bottom right, there is a thank you message: "Thank you for setting up your organizational profile. We look forward to getting to know you!"

A red arrow points from the bottom of the page to a button labeled "Create an account now" located at the bottom right of the page.

You will be taken to an "Eligibility Criteria" quiz. If you do not pass this quiz, you will not be able to access the next step of inputting your organization information.

Dasl x +

health.fluxx.io/lois/new?utf8=✓&lang=en&commit=Create+an+account+now



Verdant Health Commission Grant Portal

Eligibility Criteria

You currently or plan to provide services within the following zipcodes: 98012, 98020, 98021, 98026, 98036, 98037, 98043, 98046, 98087

You deliver services that improve the health and wellness of community members

You offer services that increase access to one or more of the following Verdant priority areas: Healthcare, Dental Care, Behavioral Health, Childhood Obesity, Food Security, Housing, Education & Prevention, and Services for Seniors


Using the drop downs. respond to the four statements in the Eligibility Quiz with a yes or no response.

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health.fluxx.io/lois/new?utf8=✓&lang=en&commit=Create+an+account+now

Eligibility Criteria

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You offer services that increase access to one or more of the following Verdant priority areas: Healthcare, Dental Care, Behavioral Health, Childhood Obesity, Food Security, Housing, Education & Prevention, and Services for Seniors

Funds would be used for the benefit of an individual person, for political or religious uses, to retire debt, or strictly for fundraising purposes

You have a business license or a fiscal agent and are eligible to receive a grant from a public agency

Hit the "Submit" button

The screenshot shows a web browser window with the URL `health.fluxx.io/lois/new?utf8=✓&lang=en&commit=Create+an`. The form is titled "Eligibility Criteria" and contains several questions with dropdown menus. A large magnifying glass is centered over the "Submit" button, with a red arrow pointing to it from the right. Another red arrow points to the "Submit" button at the bottom of the form. The form includes the following questions and answers:

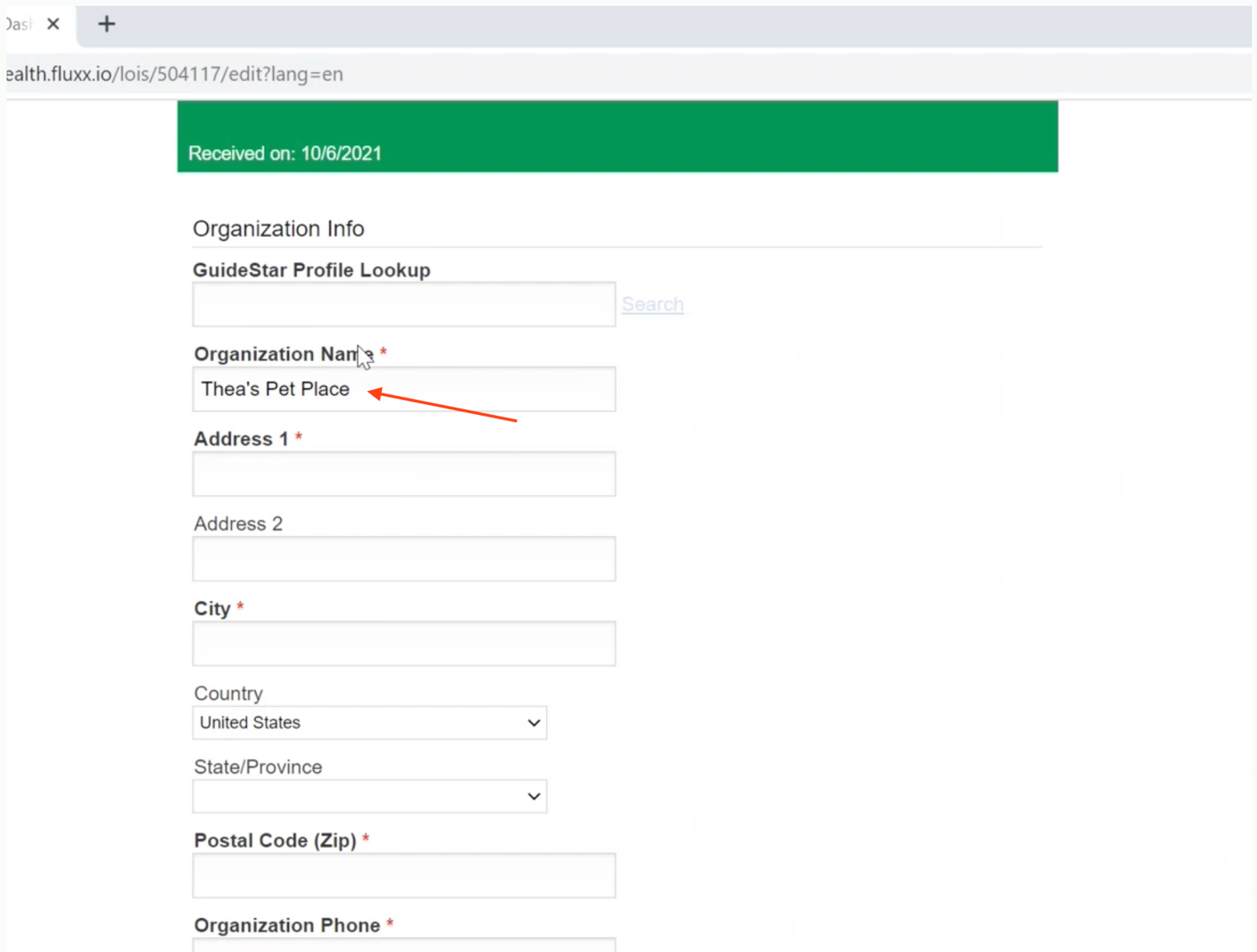
- Question: "You currently or plan to provide services in the following areas: 98021, 98026, 98036, 98037, 98043"
- Answer: "Yes" (dropdown menu)
- Question: "You deliver services that improve the health of the community"
- Answer: "Yes" (dropdown menu)
- Question: "You offer services that increase access to one or more of the following areas: Healthcare, Dental Care, Behavioral Health, Housing, Education & Prevention, and Services for the Elderly"
- Answer: "Yes" (dropdown menu)
- Question: "Funds would be used for the benefit of an individual person, for political or religious purposes, to retire debt, or strictly for fundraising purposes"
- Answer: "No" (dropdown menu)
- Question: "You have a business license or a fiscal agent and are eligible to receive a grant from a public agency"
- Answer: "Yes" (dropdown menu)

At the bottom of the form, there are "Cancel" and "Submit" buttons. The "Submit" button is highlighted by a magnifying glass and a red arrow.

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[Privacy Policy](#) [Accessibility](#)

Once you pass the eligibility criteria, you will be asked to input your organization information. First, input your organization name.



The screenshot shows a web browser window with a single tab. The address bar displays "ealth.fluxx.io/lois/504117/edit?lang=en". A green banner at the top of the page reads "Received on: 10/6/2021". Below this is a section titled "Organization Info". Underneath is a "GuideStar Profile Lookup" section with a text input field and a "Search" button. The "Organization Name" field is filled with "Thea's Pet Place" and is marked with a red asterisk; a red arrow points to this field. Below it are fields for "Address 1" (marked with a red asterisk), "Address 2", "City" (marked with a red asterisk), "Country" (a dropdown menu showing "United States"), "State/Province" (a dropdown menu), "Postal Code (Zip)" (marked with a red asterisk), and "Organization Phone" (marked with a red asterisk). All these fields are currently empty.

Received on: 10/6/2021

Organization Info

GuideStar Profile Lookup

[Search](#)

Organization Name *

Thea's Pet Place

Address 1 *

Address 2

City *

Country

United States

State/Province

Postal Code (Zip) *

Organization Phone *

Then input your organization street address. The country will be automatically filled in, but you will need to input the state using the drop down.

Verdant Health Commission Dashboard

Search

Organization Name *

Thea's Pet Place

Address 1 *

1234 Second Street

Address 2

City *

Lynnwood

Country

United States

State/Province

Washington

Postal Code (Zip) *

98087

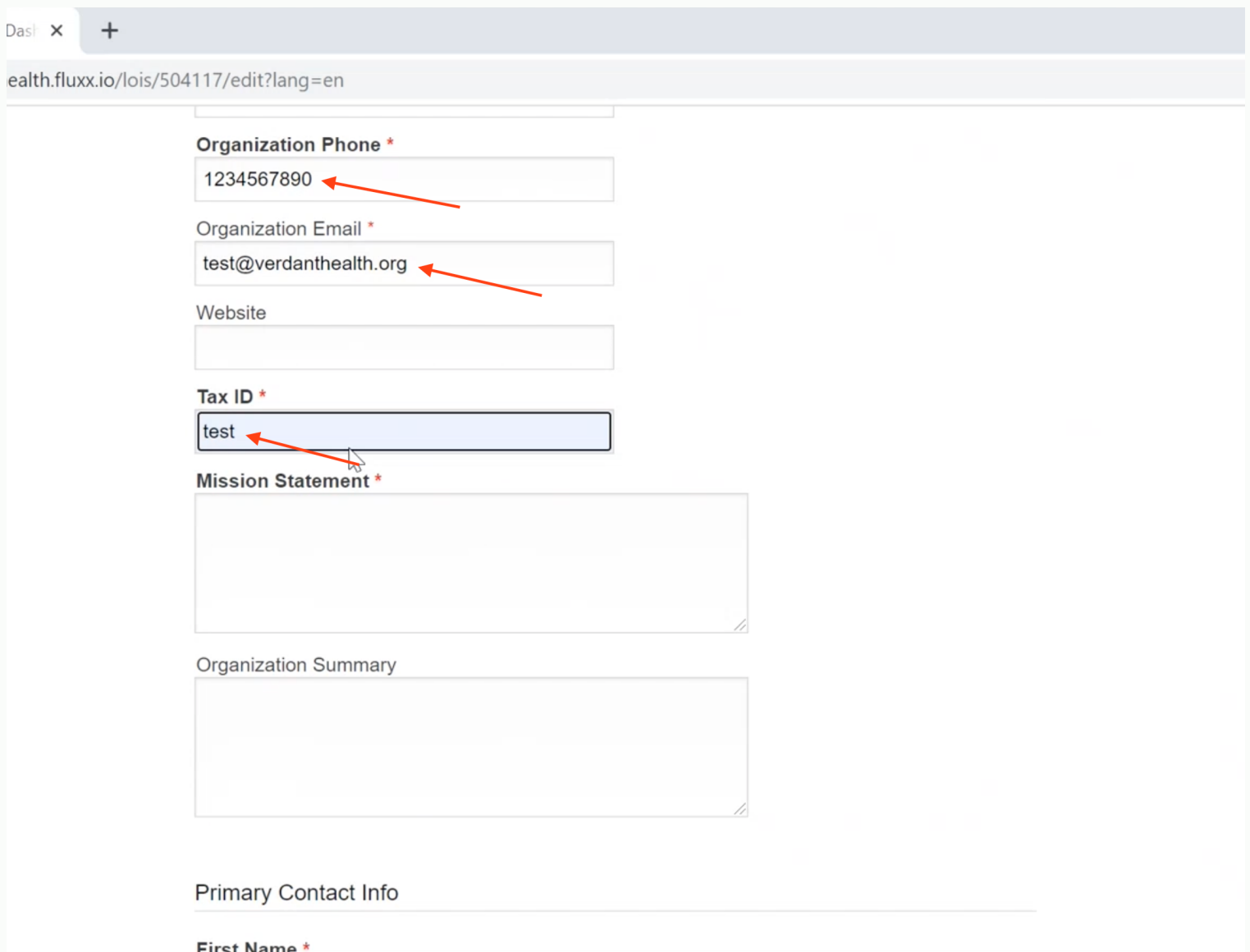
Organization Phone *

Organization Email *

Website

Tax ID *

Next, input your organization phone number and email. Then, input your tax ID.



The screenshot shows a web browser window with the address bar displaying "ealth.fluxx.io/lois/504117/edit?lang=en". The page contains a form with several fields. Red arrows point to the "Organization Phone" field (containing "1234567890"), the "Organization Email" field (containing "test@verdanthhealth.org"), and the "Tax ID" field (containing "test").

Organization Phone *

1234567890

Organization Email *

test@verdanthhealth.org

Website

Tax ID *

test

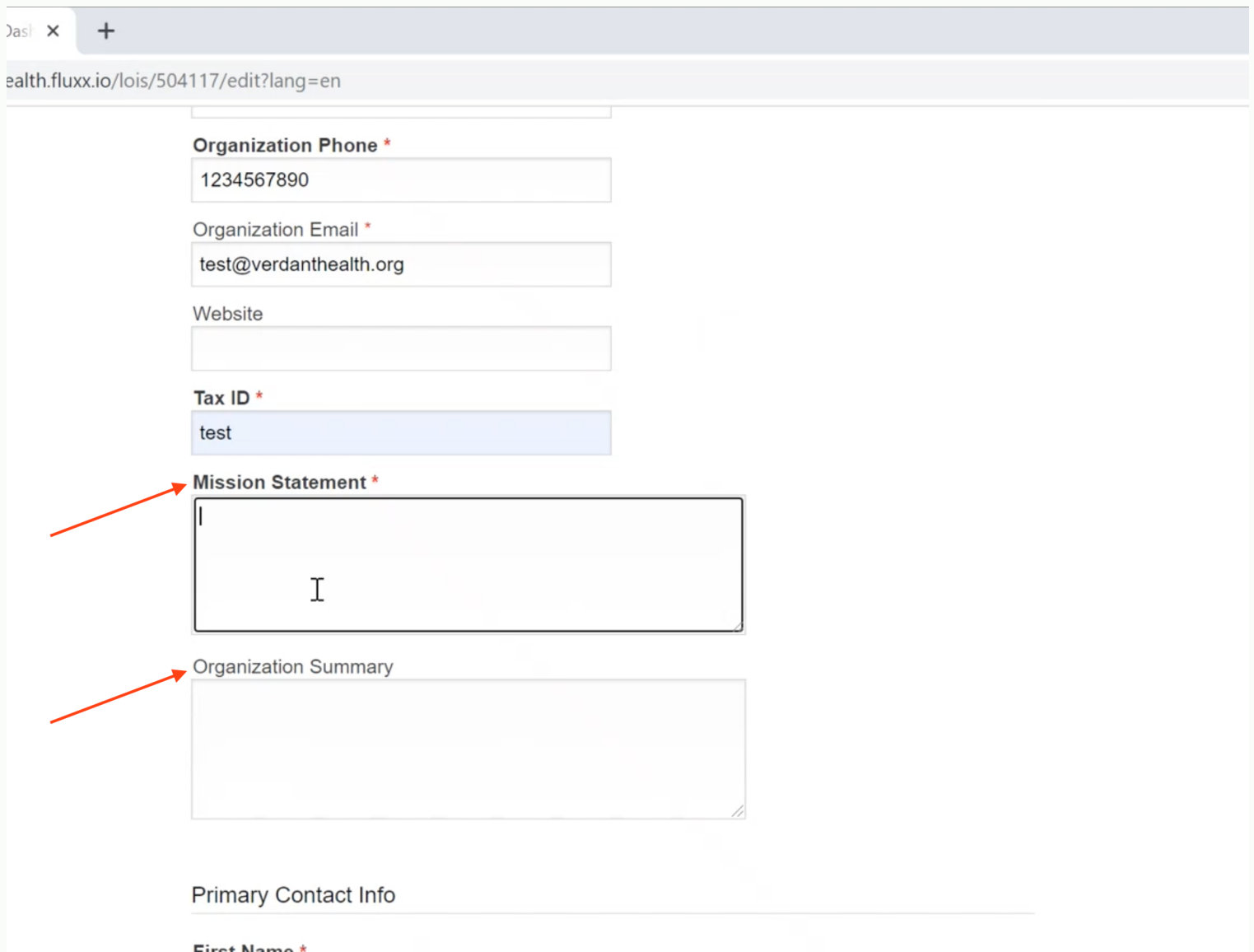
Mission Statement *

Organization Summary

Primary Contact Info

First Name *

Next, input your organization mission statement and a brief summary of your organization.



The screenshot shows a web browser window with a single tab. The address bar displays the URL `health.fluxx.io/lois/504117/edit?lang=en`. The page contains a form with several input fields. The fields are: **Organization Phone *** (containing '1234567890'), **Organization Email *** (containing 'test@verdanthhealth.org'), **Website** (empty), **Tax ID *** (containing 'test'), **Mission Statement *** (empty, with a red arrow pointing to it), and **Organization Summary** (empty, with a red arrow pointing to it). Below these fields is a section titled **Primary Contact Info** with a **First Name *** field.

Organization Phone *

1234567890

Organization Email *

test@verdanthhealth.org

Website

Tax ID *

test

Mission Statement *

Organization Summary

Primary Contact Info

First Name *

Last, you will input your primary contact info, including your first and last name, phone and email.

The screenshot shows a web browser window with the address bar displaying `health.fluxx.io/lois/504117/edit?lang=en`. The page has a header with a tab labeled 'Dasl' and a plus sign icon. The main content area is titled 'Organization Summary' and contains a text box with the text 'this is my mission'. Below this is a section titled 'Primary Contact Info' which contains several form fields. A red bracket on the left side of the page groups the following fields: 'First Name *' (containing 'thes'), 'Last Name *' (containing 'Walker'), 'Work Phone *' (containing '123456780'), and 'E-mail *' (containing 'test@verdanthhealth.org'). The 'User Title' field is empty. At the bottom of the form are two buttons: 'Cancel' and 'Submit Request'. The FLUXX logo is visible at the bottom center of the page.

Dasl x +

health.fluxx.io/lois/504117/edit?lang=en

Organization Summary

this is my mission

Primary Contact Info

First Name *
thes

Last Name *
Walker

User Title

Work Phone *
123456780

E-mail *
test@verdanthhealth.org

Cancel Submit Request

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Hit submit request to submit your info. You will receive an email in 2 to 3 business days to set up a password for your account.

The image shows a web browser window with a form for account creation. The browser's address bar shows the URL `health.fluxx.io/lois/504117/edit?lang=en`. The form includes several input fields: "First Name" (containing "thes"), "Last Name" (containing "Walker"), "User Title" (empty), "Work Phone" (containing "123456780"), and "E-mail" (containing "test@verdanthealth.org"). There are two "Submit Request" buttons: one at the top right of the form and one at the bottom left. A large circular magnifying glass is centered over the top-right "Submit Request" button, with a red arrow pointing to it from the right. Another red arrow points to the bottom-left "Submit Request" button from the bottom. The bottom of the page features the "FLUXX" logo and links for "Privacy Policy" and "Accessibility".

health.fluxx.io/lois/504117/edit?lang=en

Cancel Submit Request

Primary Contact Info

First Name *

thes

Last Name *

Walker

User Title

Work Phone *

123456780

E-mail *

test@verdanthealth.org

Cancel Submit Request

FLUXX

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