

Creating an Account Guide

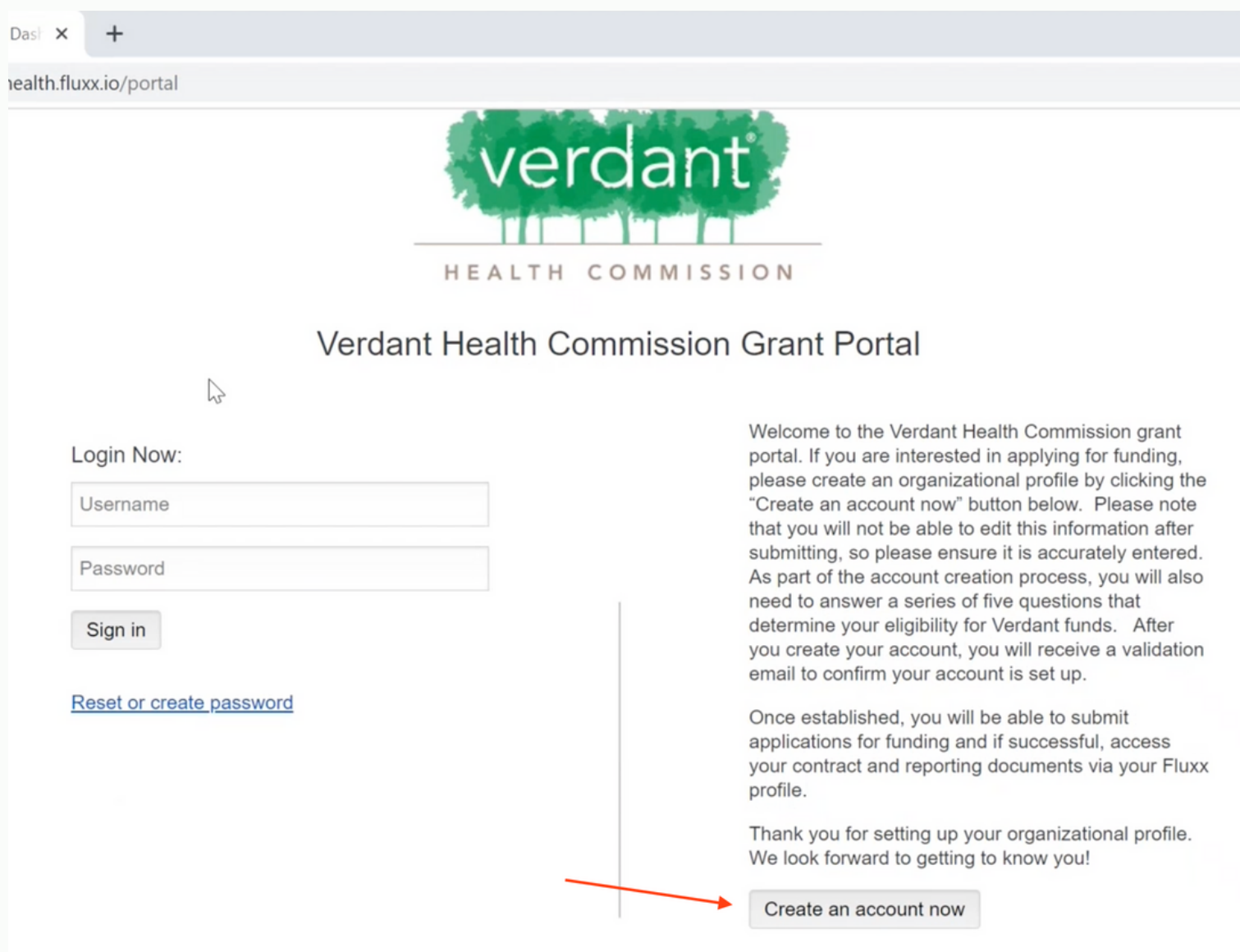


HEALTH COMMISSION
SERVING SOUTH SNOHOMISH COUNTY

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 a green tree graphic above the word "verdant" in a sans-serif font, with "HEALTH COMMISSION" in a smaller, all-caps font below it. The main heading is "Verdant Health Commission Grant Portal".

On the left side, under the heading "Login Now:", there is a login form with 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 this message, it states: "Once established, you will be able to submit applications for funding and if successful, access your contract and reporting documents via your Fluxx profile." and "Thank you for setting up your organizational profile. We look forward to getting to know you!".

At the bottom right, there is a "Create an account now" button. A red arrow points from the bottom center of the page towards this button.

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.

Verdan Health Commission Dashboard

→ <https://verdanhealth.fluxx.io/ols/quiz/ut8=2?lang=en&commit=Create+an+account+now>

Eligibility Criteria

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

Select Option ▼

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

Select Option ▼

You offer services that increase access to one or more of the following Verdan priority areas: Healthcare Access and Quality, Mental Health, and Food Security

Select Option ▼

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

Select Option ▼

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

Select Option ▼

Cancel Submit

FLUXX

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

Verdant Health Commission Dashboard x +

→ <https://verdanthealth.fluxx.io/ols/new?utf8=-/ &lang=en&commit=Create+an+account+now>

Eligibility Criteria

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

Yes ▾

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

Select Option ▾

You offer services that increase access to one or more of the following Verdant priority areas: Healthcare Access and Quality, Mental Health, and Food Security

Select Option ▾


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

Select Option ▾

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

Select Option ▾

Cancel Submit

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Hit the "Submit" button

Verdan Health Commission Dashboard

https://verdanhealth.fluxx.io/ais/new?utf8=✓

Cancel Submit

Eligibility

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

Yes

You deliver services that are in priority areas: Healthcare Access and Quality

Yes

You offer services that improve the health of the community

Yes

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

No

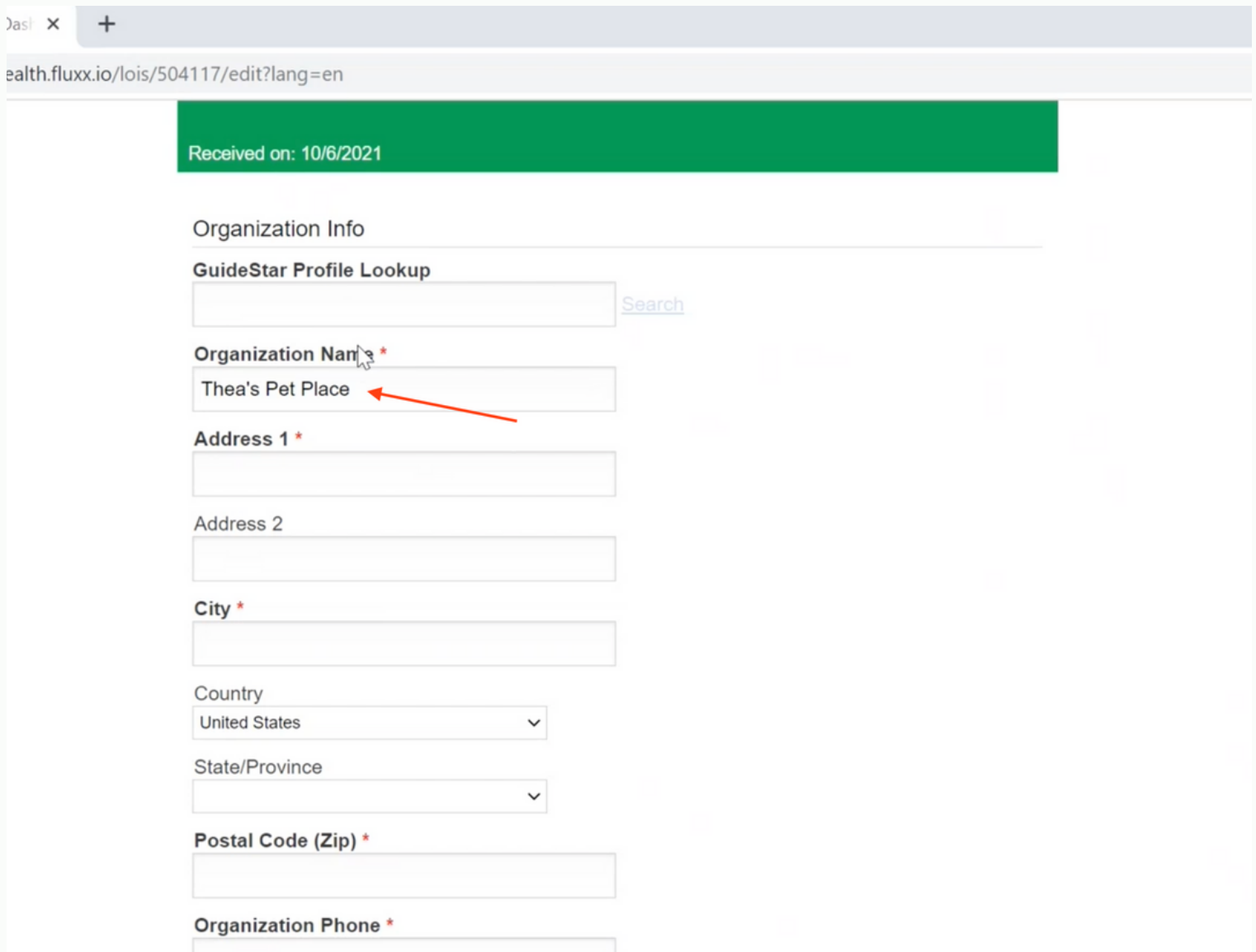
You have a business license or a fiscal agent and are eligible to receive a grant from a public agency

Yes

Cancel Submit

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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 the URL `health.fluxx.io/lois/504117/edit?lang=en`. A green banner at the top of the page reads "Received on: 10/6/2021". Below this, the "Organization Info" section is visible. It includes a "GuideStar Profile Lookup" field with a "Search" button. The "Organization Name" field is highlighted with a red arrow and contains the text "Thea's Pet Place". Other fields include "Address 1", "Address 2", "City", "Country" (set to "United States"), "State/Province", "Postal Code (Zip)", and "Organization Phone".

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

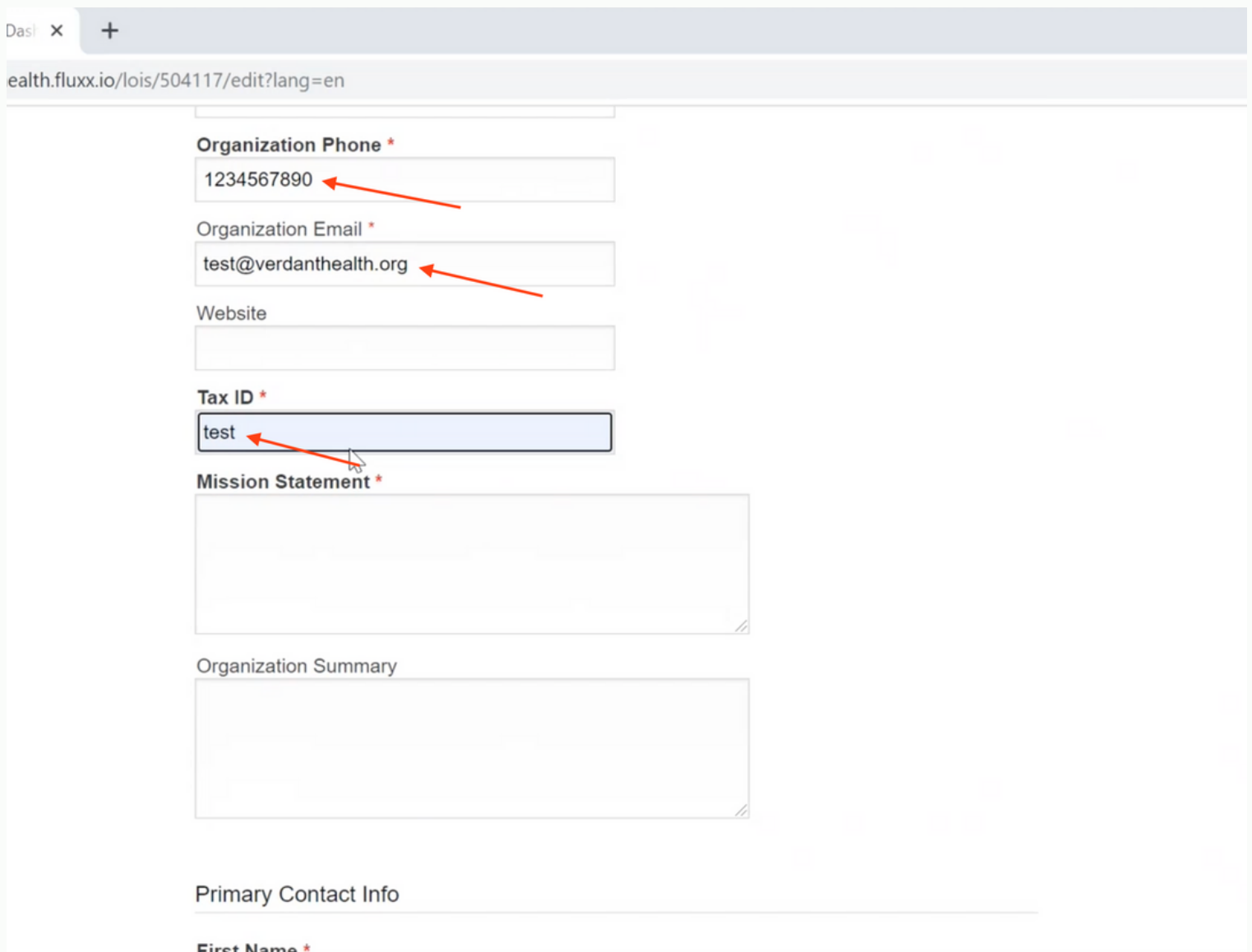
Organization Phone *

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

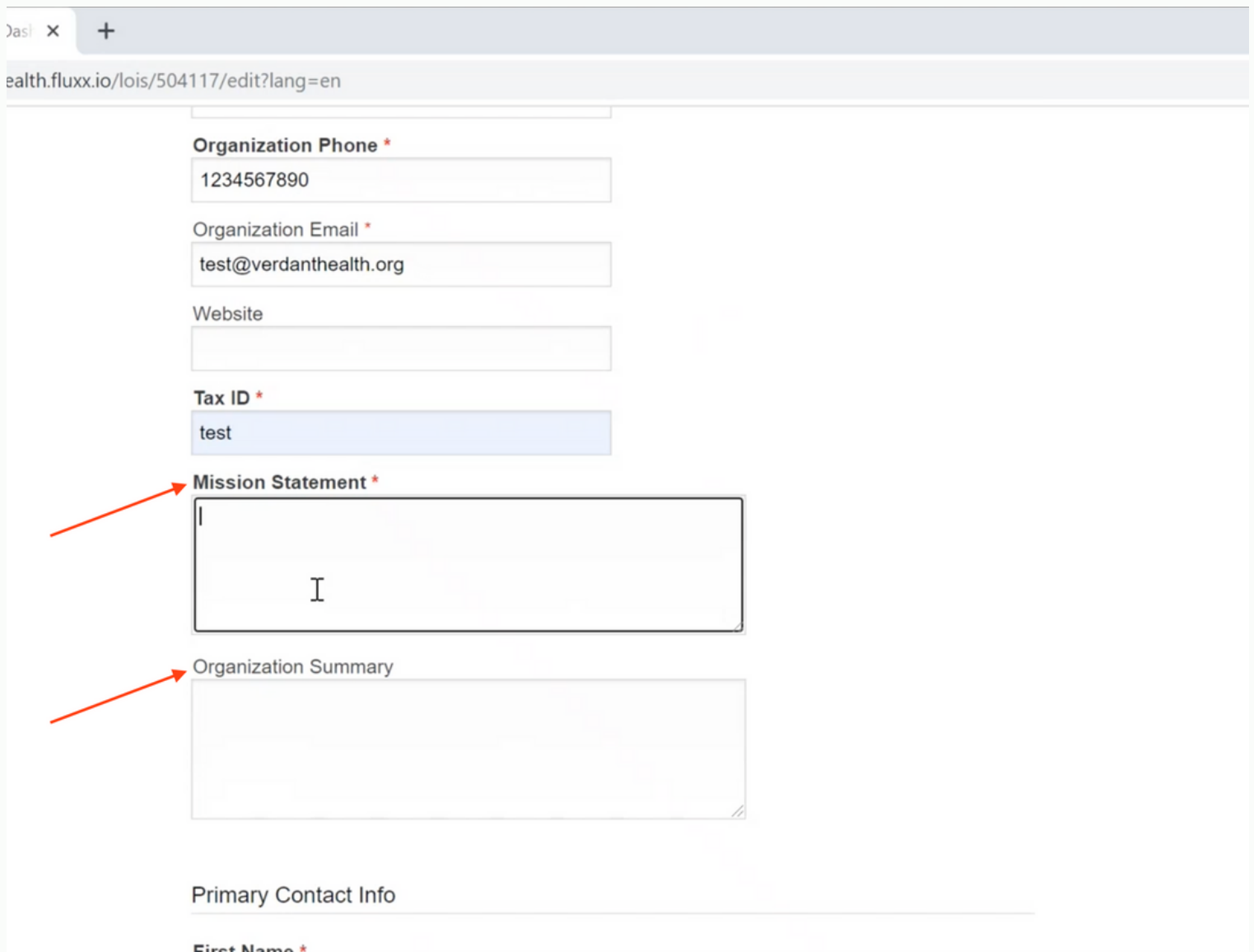
Mission Statement *

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 the address bar displaying "health.fluxx.io/lois/504117/edit?lang=en". The form contains several input fields:

- Organization Phone ***: A text box containing "1234567890".
- Organization Email ***: A text box containing "test@verdanthhealth.org".
- Website**: An empty text box.
- Tax ID ***: A text box containing "test".
- Mission Statement ***: A large text area with a cursor at the top left. A red arrow points to this field.
- Organization Summary**: A large text area with a cursor at the top left. A red arrow points to this field.
- Primary Contact Info**: A section header for the next part of the form.
- First Name ***: A text box at the bottom of the visible form.

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

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@verdanthealth.org

Cancel Submit Request



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: **Primary Contact Info**, **First Name *** (containing 'thes'), **Last Name *** (containing 'Walker'), **User Title** (empty), **Work Phone *** (containing '123456780'), and **E-mail *** (containing 'test@verdanthealth.org'). At the bottom of the form are two buttons: 'Cancel' and 'Submit Request'. A large circular magnifying glass is positioned over the 'Submit Request' button, with a red arrow pointing to it from the right. Another red arrow points to the 'Submit Request' button at the bottom of the form. The FLUXX logo is visible at the bottom center, with links for [Privacy Policy](#) and [Accessibility](#) below it.