Human Dimensions Research and Engagement

Online Submission Instructions

Applications are due by Monday, **April 14, 2025,** at 5:00 PM EST. Late proposals will not be accepted.

To submit a full proposal, log in to the GLFT website using the same login credentials that were used to submit the preliminary proposal. If you do not know your password, click on Forgot Your Password and instructions for changing your password will be sent to your e-mail address. If you need technical assistance to access your user account, please contact GLFT staff at glft@glft.org or 517-371-7468.

After logging into the site:

1) Visit your "Dashboard" page, which will become available in the upper right-hand corner of the website.

2) Navigate to the proposal link under the "Project" heading.

3) Click on the link of your proposal title to navigate to the full proposal submission form.

4) You will be prompted to upload files and respond to questions outlined below.

When completing the online application:

- Remember to save your work often
- When uploading a document, click Save to complete the file transfer
- You may leave your work and return at a later time to complete the application
- To return to an online application you have already begun, click on the Dashboard button, which will appear in the upper right corner of the page after you log in (the Dashboard page will provide access to your applications and/or active projects)
- Make sure your answers to each question are within the text field limits
- Check each field before it is submitted
- Be sure to answer all of the required questions
- The system will not allow an application to be submitted if a required question is not answered

- No changes can be made to the application once it is submitted (if an error was made, contact the GLFT staff)

Applicants are encouraged to log in to the site and review the application well in advance of the submission deadline.