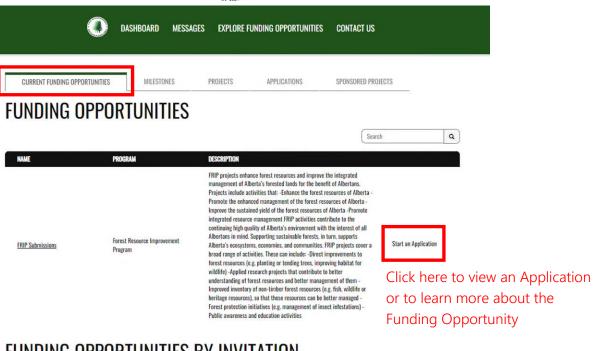# Submit an Application

1. Sign into the Portal with your login information
   Note: If you have not yet registered, please see the 'How to Get Started' support document.

2. Once signed in, you will be directed to the Dashboard. From here, navigate to the "Current Funding Opportunities" tab and locate the opportunity that you wish to submit an Application for.

   Note: "Funding Opportunities by Invitation" are also located on this page. This is where you will apply to invitation-only opportunity such as a Request For Proposals that you have been invited to following a successful Request for Expressions of Interest.

Click here to view an Application or to learn more about the Funding Opportunity

Invitation-only opportunities will be displayed here as applicable.

3. The Current Funding Opportunities page will display the information associated with the funding opportunity and funding opportunities by invitation. Here you can, review the description of the funding opportunity, download documents and templates, or start an application. (**To preview current funding opportunities, information packages are posted on the FRIAA website and do not require an account to view and download**.)

4. To start an application click "Start an Application"

FUNDING OPPORTUNITY
FRIP SUBMISSIONS
SUBMISSION REQUIRED BY:
📅 -

Click "Start application" to continue to the submission page.

Start application

AVG TIME TO COMPLETE
🕐 varies

DESCRIPTION

FRIP projects enhance forest resources and improve the integrated management of Alberta's forested lands for the benefit of Albertans. Projects include activities that: -Enhance the forest resources of Alberta -Promote the enhanced management of the forest resources of Alberta -Improve the sustained yield of the forest resources of Alberta -Promote integrated resource management FRIP activities

DOCUMENTS & RESOURCES
Some of the following forms may require Adobe Acrobat Reader to view.

Documents associated with the funding opportunity will be found in this section

DOCUMENT NAME
Funding Information Package File

FRIP Program Description rev Nov 2002.pdf

Application Template File

FRIP Application Template_21.06.2021.docx

Click to download documents or templates

5. Create the New Funding Application Name and click "Next" to continue.

Create a New Funding Application

ℹ️ Use the form below to give your application a name that is meaningful for you, and provide any initial message to send to the FRIAA team. Click the "Next" button to then provide more details, including attaching your application form.

Program Funding Opportunity

FRIP Submissions 🔍

Application Name *

Application Test

Give your application a name that is meaningful and descriptive

Message to FRIAA

Status

Draft

Next   Click "Next" to continue

6. Fill out the submission form with the project information

Home > **Application Details**

ℹ Below are the details of this your application. Complete the required fields then use the buttons at the bottom of the form to save or submit your application.

PROGRAM INFORMATION

Program *

Forest Resource Improvement Program

Name *

FRIP General Submissions

Submissions Due Date

—

APPLICATION INFORMATION

Application / Project Number

APP-00001277

Application Date

7/7/2023 1:26 PM

Project Title *

Application Test

Project Type

Project Sub-Type

OTHER PROJECT INFO

Authorized Representative Name

Testing Tester

Authorized Representative Title

Assistant

Project Manager Name

Joe Smith

Project Manager Organization

Test Organization 1

Project Start Date

7/7/2023

Project End Date

3/2/2024

Requested Funding *

500000

Project Description *

This is a test submission to demonstrate the fields required.

7. Upload your completed Application Template from the template you downloaded in Step #4 and agree to the terms

DOCUMENTS

Proposal Documents (to add multiple files, export files into a Zip folder and attach the folder as the proposal document)

Change File | FRIP Application Template_21.06.2021.docx 🗑 Delete

Upload your completed application template here

STATUS OF THIS APPLICATION

Status

Draft

ACKNOWLEDGEMENT

Acknowledgement

The Applicant acknowledges having read and agrees to the terms and conditions described on the template FRIP Project Grant Agreement (27-Jun-2016) to which this Application under FRIP (the "Program") is made subject. The Applicant acknowledges and agrees that by its submission of this Application it shall be bound by the terms of the Program, these terms and conditions, and FRIAA's policies, procedures, protocols and guidelines. The Applicant also acknowledges and agrees that this Application may be accepted by FRIAA on further terms or conditions, which shall be binding on the Applicant once the proposed project is undertaken by the Applicant.

☑ Acceptance of Acknowledgement (By clicking Submit you are automatically agreeing to the acknowledgement text)

Click the check box to agree to the terms

MESSAGES

You may send a message regarding your application by clicking "New". You can view messages to and from FRIAA on the Messages Page of the portal.

New

SUBJECT	MESSAGE TYPE	FROM	CREATED ON ↓	STATUS REASON

You may either "Save Draft" or "Submit" the application. Saved Draft's will be stored in the Application Tab of your dashboard. Clicking "Submit" will complete the Application submission.

Save Draft | Submit

8. On this page you can add a message to your application by clicking "New" under the Messages section. You can also at this point save your application as a draft or complete your application by clicking "submit"

9. Once you have clicked "submit" you will be directed to a Submission Acknowledgment page.

Home > Submission Acknowledgement

Submission received

Your submission has been received, thank you! Please contact the FRIAA team if you have additional questions.

To return to the home page click here

10. To view your Application Submissions, return to the Home Page or Dashboard and you will find your recent submission in the Applications Tab. From here you can review the status, view the details of the Proposal and navigate to other areas of the Portal.