

Trinity Health Ann Arbor & Livingston Investing in Our Communities Grant Program Foundant System Access and Guidance

Trinity Health Ann Arbor & Livingston grant program will host its application process on the Foundant system (a grant submission and management system that is used across Trinity Health for a variety of externally-facing application processes). The following document provides instructions on how to create an account in the Foundant system and then access the Investing in Our Communities application.

1. Accessing the Foundant system

Visit the following website, <https://www.grantinterface.com/Home/Logon?urlkey=trinityhealth>. To create a new account, click on the “Create New Account” button on the login page.



Logon Page

Email Address*

james.kienker@trinity-health.org

Password*

.....

Log On

Create New Account

[Forgot your Password?](#)

Welcome to Trinity Health online Innovation idea/grant management system!

First time here?

Click "Create New Account". If you need assistance, please view this [video tutorial](#). Be sure to keep this login information for your organization's records.

TIP: This email address is the one we will use to communicate with you if we have questions, which sometimes require immediate response.

Been here before?

If you have already used our online Innovation idea/ grant management system, but have forgotten your password, please click "Forgot Your Password?" and follow the instructions.

Otherwise, logon using your email address and password. **For Trinity Health Colleagues, This is NOT your network id and password.**

If you have any questions or issues entering your submission, please contact Paul Ranke @ rankep@trinity-health.org.

Fill out the requested information (i.e. organization information, user information and password) to register.

[Cancel Account Creation](#)

Create New Account

If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page

⚠ Using the browser's back button will delete your registration information.

ℹ This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (*) are required.

Organization Information

If you are an External Entity please enter your company name below. If you are a Trinity Health Regional Health Ministry (RHM)/Trinity Health Entity, please copy the name of the RHM/Trinity Health Entity that is applying for a grant from [this list](#). Please copy the name exactly as you find it on the sheet.

External Entity/RHM/Trinity Health Entity*

[Next >](#)

User Information

Password

Once you received a confirmation email, select “I have received the email” and then press continue.

Email Confirmation

ℹ You will be receiving emails from this system about your request.

To ensure you receive emails from this system we have sent you an email to confirm your account was created successfully. If you do not see an email from Administrator <administrator@grantinterface.com>, look in your junk or spam folder.

To remove Administrator <administrator@grantinterface.com> from your spam filter, use the link below.

[Click Here](#) for a tutorial about removing email addresses from spam filters.

I have received the email

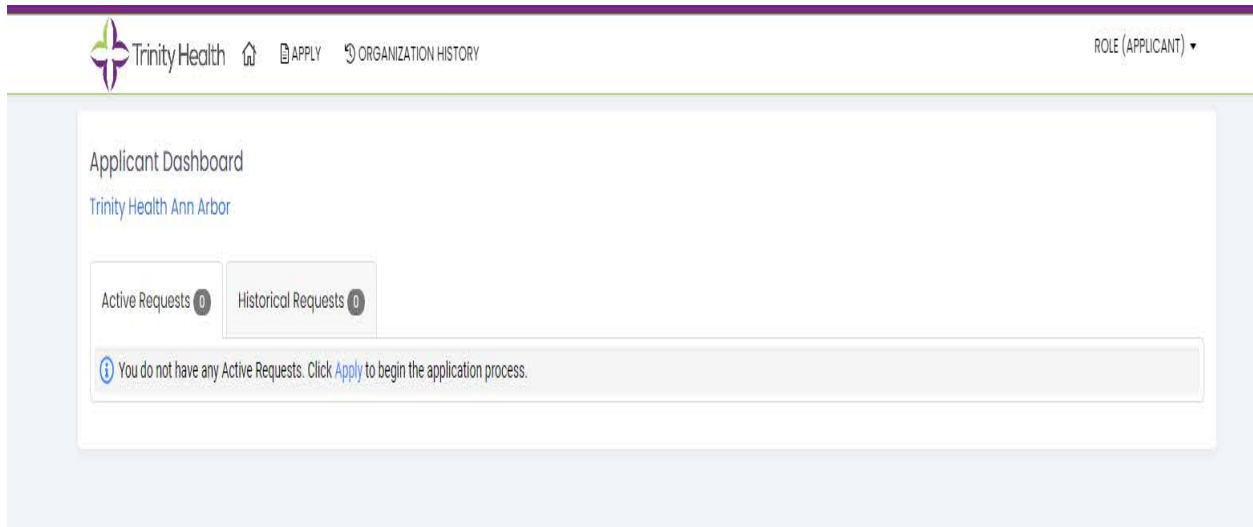
Continue without checking

I have not received the email

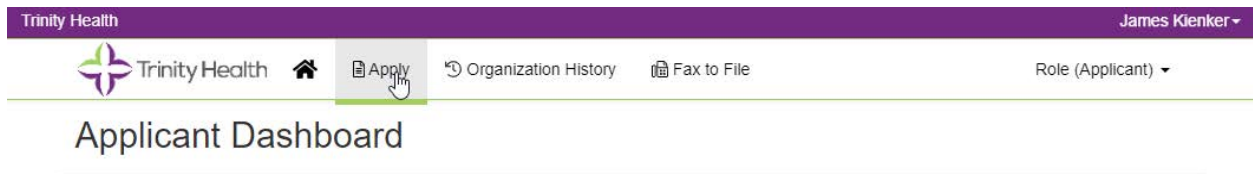
[Send Email Again](#) [Continue](#)

2. Accessing the grant program application.

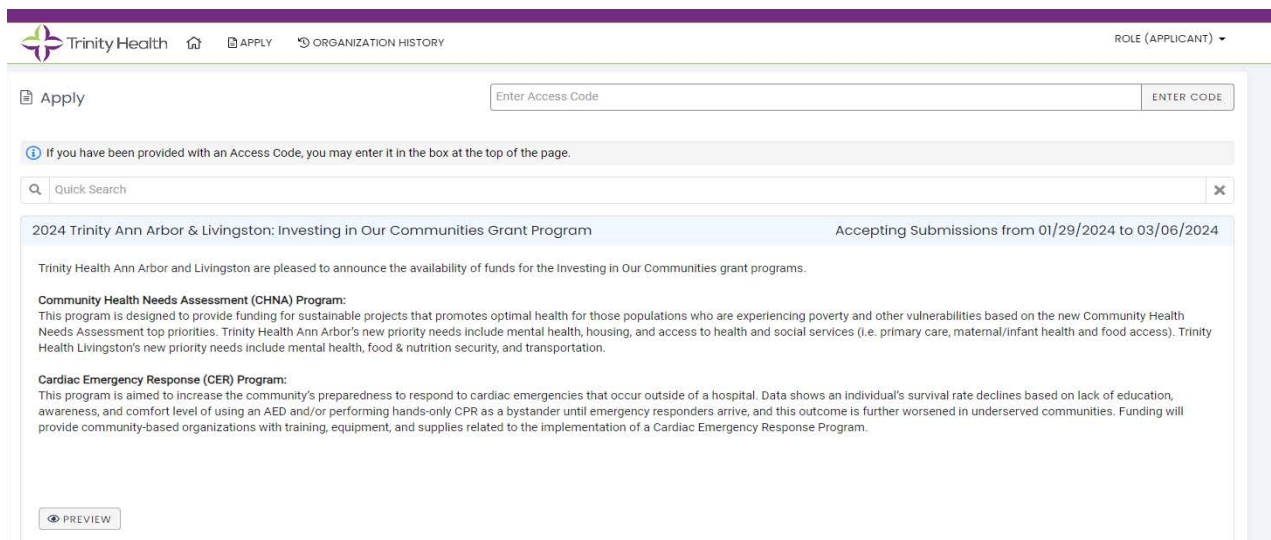
After successfully logging into the system, you should see the following page:



Click on the “Apply” button on the top ribbon menu.



Select the 2024 Trinity Ann Arbor & Livingston: Investing in Our Communities Grant Program submission application from the list of available applications to apply to the Community Health Needs Assessment Program and/or Cardiac Emergency Program. It should be near the top of the list. Click “preview” to view the application or “apply” when you are ready to complete the application.



Questions:

Please send any questions to Danielle Smith (Danielle.Smith@trinity-health.org).