Welcome to the Grantee Portal!

The Weitz Family Foundation team has designed this document and associated video to help you navigate GivingData's Grantee Portal. This platform allows Foundation staff to collect information through applications, reports, and submissions; share grant details, such as payment and requirement schedules; and collaborate with our grantee partners in real time.

Contact
If you have any questions not addressed within this guidebook or need technical support in accessing the Portal, please contact Rose Christiansen, the Grants Administrator, at rose@weitzfamilyfoundation.org. Your feedback and suggestions for improvement are invaluable in shaping future versions of this guidebook and the Grantee Portal experience. We invite you to provide your input as well by emailing Rose.

Requests for Accommodations
The Weitz Family Foundation is committed to providing access and accommodation in all its services, programs, and activities. If any accommodation is needed in the completion and submission of any forms in the Portal, please contact Rose at rose@weitzfamilyfoundation.org.

Weitz Family Foundation is proud to offer two grants to eligible agencies in the Omaha Metro Area.

Beloved Community

We are committed to Omaha and love to support those organizations that make our community more just and equitable. The Beloved Community application invites nonprofits working in Omaha that are new (or new to us) to introduce themselves to the foundation and share how they are making a positive impact. Beloved Community proposals may request up to $20,000. This portfolio is where many of our most treasured community partners apply year after year for operating dollars.

Capacity Building

Innovation and big ideas are crucial for change-making and often require an infusion of funds to build the infrastructure of an organization, project, or program. We use larger grant amounts to support those organizations that can leverage these dollars into future abundance. Capacity Building proposals start at $21,000. These applications are more in-depth and require an established grantee relationship with the foundation.
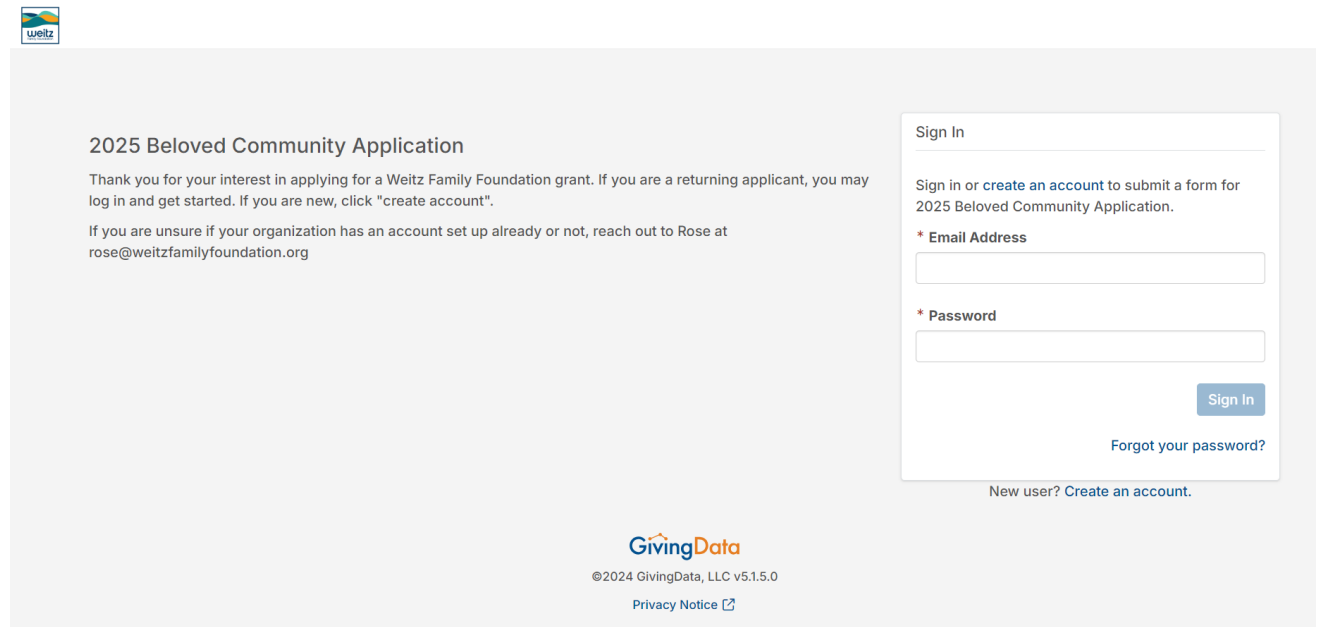
The Weitz Family Foundation is pleased to accept proposals for unsolicited grants.

Registration

Both the Beloved Community and Capacity Building grants will open in July and close in August. You can find exact dates listed on the Important Dates page of our website www.weitzfamilyfoundation.org

Links to complete the applications can also be found on the Opportunities page of our website. Once you click on the link for the application you want to apply for, it will bring you to this page:

*If you are applying for a Capacity Building grant, the heading on the page will say Capacity Building instead of Beloved Community.

Creating an Account

If you are a returning applicant, you do not need to create a new account. Simply log in and continue to the application. If you are new, you will need to "Create an Account".

Click Here!!

Sign In

Sign in or create an account to submit a form for 2024 Beloved Community Application.

* Email Address

* Password

Sign In

Forgot your password?

Or Here!!

New user? Create an account.

You will then be asked to enter your email address. Please utilize the email where you want all future grant information and communication to go. (We recommend using a shared address for your organization, so that multiple team members can access the application if need be.)

Create an account.

Enter your email address and we'll send you a link to activate your account.

* Email Address

rose@weitzfamilyfoundation.org

Send Email

Already have an account? Sign In.

Enter your email address and then click on "Send Email."

You will receive an email asking you to "Activate Your Account." Please click on the button in this email to continue.

Note: Please use the email you want all future communication/notifications to go to from GivingData.

You will return to the grant application page but this time you will enter the first and last name of the person signing into the account. Then click on "Activate Your Account."

Criteria for Password will appear as you hover over the password box.

Once you set your password you will receive the message in green below that you have successfully activated your account.

Logging In

From here you will want to enter your email and password and you will be taken to the Beloved Community (or Capacity Building) application.

*You may visit the Portal at any time via: https://weitzfamilyfoundation.givingdata.com/portal/login

*We encourage you to bookmark this page so that you may return easily in the future.

Sign into your new account.

You will then click on "Start a new 2025 Beloved Community Application" (or "2025 Capacity Building Application" if that is the link you selected).

The first thing you will need to do is select the organization for which you are submitting the grant application.

If you are a returning applicant AND you are using the same account used to submit previous applications, you should see your organization listed. Go ahead and select your organization and continue.

If you are a grant writer submitting for a different organization than you have in the past, select "Add New Organization"

If you are a first time applicant, you will need to select "Add New Organization" and search for your Organization using your Tax ID number.
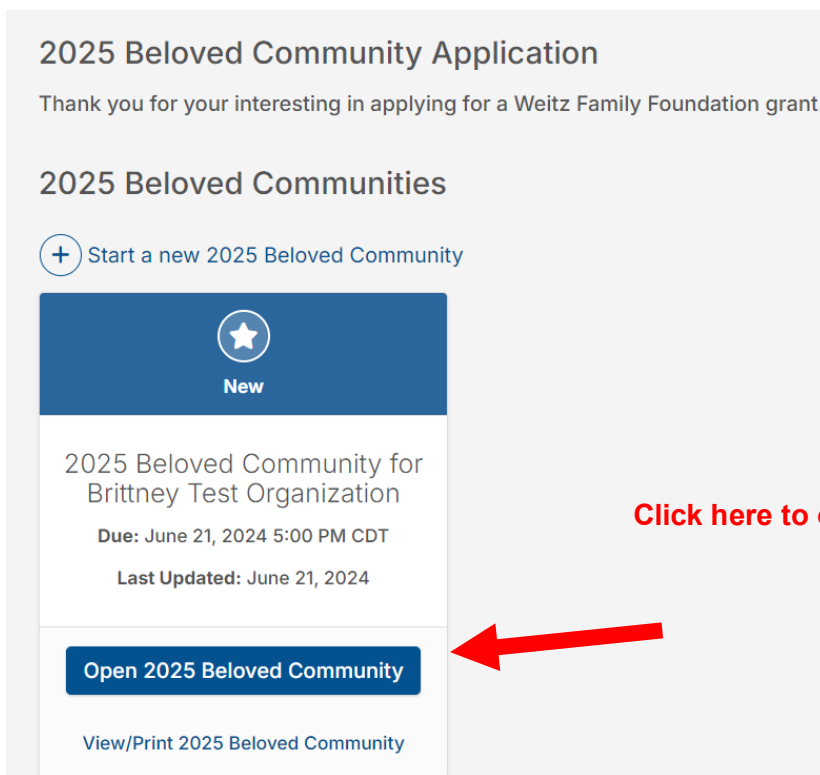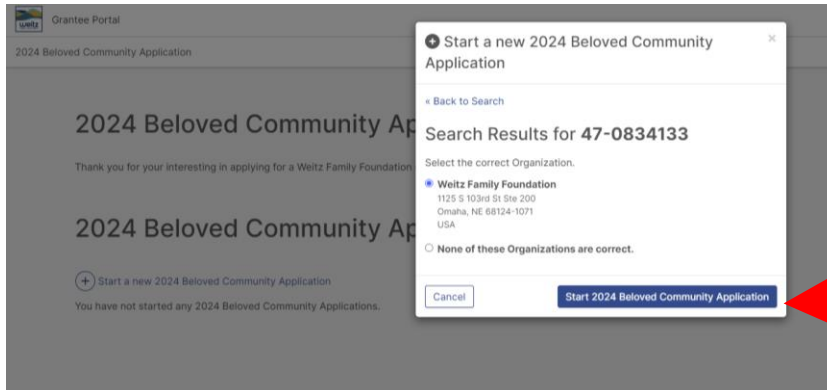
If you are an agency with a fiscal agent, please use the Tax ID of that organization. If you have questions, please email rose@weitzfamilyfoundation.org.

Organization Search

Here is what it looks like when you search for your organization using the IRS Database and your Tax ID:

Once you have selected the correct organization, you will be taken to the grant application home page.

Click Here

2025 Beloved Community Application

Thank you for your interesting in applying for a Weitz Family Foundation grant.

2025 Beloved Communities

⊕ Start a new 2025 Beloved Community

New

2025 Beloved Community for Brittney Test Organization

Due: June 21, 2024 5:00 PM CDT

Last Updated: June 21, 2024

Open 2025 Beloved Community

View/Print 2025 Beloved Community

Click here to open the grant application.

From here you can open, view, and print the grant application, start completing the application, or save your work to finish later.

As you complete each section of the application you will see a checkmark (right hand side of print screen below). You will not be able to submit the application until all parts are completed. A section will show completed when the corresponding circle turns **green**.

You should be all set now! Again, we are happy to help should you have questions, need a password reset, or need guidance on anything in our new GivingData system!

Frequently Asked Questions (FAQs)

I am having issues accessing the Grantee Portal or items appear to be missing.

If you ever experience issues with GivingData, the Grants Management team is happy to help. To streamline the process and to be able to provide support, please review and complete the following troubleshooting tips:

• **Ensure needed cookies are not blocked**. Blocking cookies—text files with small pieces of data like a username and password that are used to identify your computer as you use sites like GivingData—may affect your experience with the site. Steps for allowing cookies vary with browser type, so please visit your browser's help center.

• **Clear your browser's cache**. Deleting your browser's cache data helps increase the loading time of pages and increases the performance of your computer. If the browser doesn't load the new version of the site, even if there have been changes on the site since the last visit, the cache can cause issues with the view. We recommend you first try clearing the cache related to the site only and then the entire cache if your issue is not resolved. You can also try accessing the Grantee Portal by either using your browser's private or incognito viewing mode or using a different browser. If this resolves the issue, your cache is likely the culprit.

When I tried to log in to my account, I received an error message that said, "You are not authorized to access this resource." What should I do?

This can occur for one of two reasons. We see this happen often when Portal users have not finished the steps in the initial email received from GivingData (the one that asks them to finalize their account registration and set a password), and then they try to access the Portal through a reminder email. Please try to locate this email and finish these steps before proceeding (see page 2 of this document). The Grants Management team can also reissue this registration email by request.

Otherwise, this can occur if your account was not assigned permissions appropriately. Please contact the Grants Management team to rectify this.

Can I submit a form past its due date?

Yes. While the Portal will indicate that a form is overdue with a banner, it will not prevent you from completing prompts or submitting your form. We encourage you to contact the Weitz Family Foundation if you anticipate that you will need an extension.

I cannot add text, select an item from a drop-down menu, and/or upload a document.

Fields can be locked for editing for a few reasons:

• If you have submitted the form, you can no longer make edits to your responses to prompts. Please contact the Grants Management team to rectify this.

How will notifications come from GivingData so I don't miss anything?

All grant communications and notifications from GivingData will come from noreply@givingdata.com. Please ensure that this email address is added to your address book, so it doesn't get filtered into your spam or junk folder.

How can I reset my password?

Once you log in, you may reset your password at any time by clicking "Manage My Profile" from the drop-down menu beneath your name (upper right-hand corner) and selecting "Change my GivingData Password."

I'm new to the organization/my role and am not sure if we have an account set up already, how can I check?

If you aren't sure if you organization already has an account, the best thing to do is reach out to Rose Christiansen, our Grants Administrator, at rose@weitzfamilyfoundation.org and she can check on the back end to see if one is already set up. If so she can add you to the existing account or help you set one up if not.

My organization already has an account, but I am new, can I be added to it?

Yes! Reach out to Rose at rose@weitzfamilyfoundation.org and she will add you and provide instructions on how to access it.