

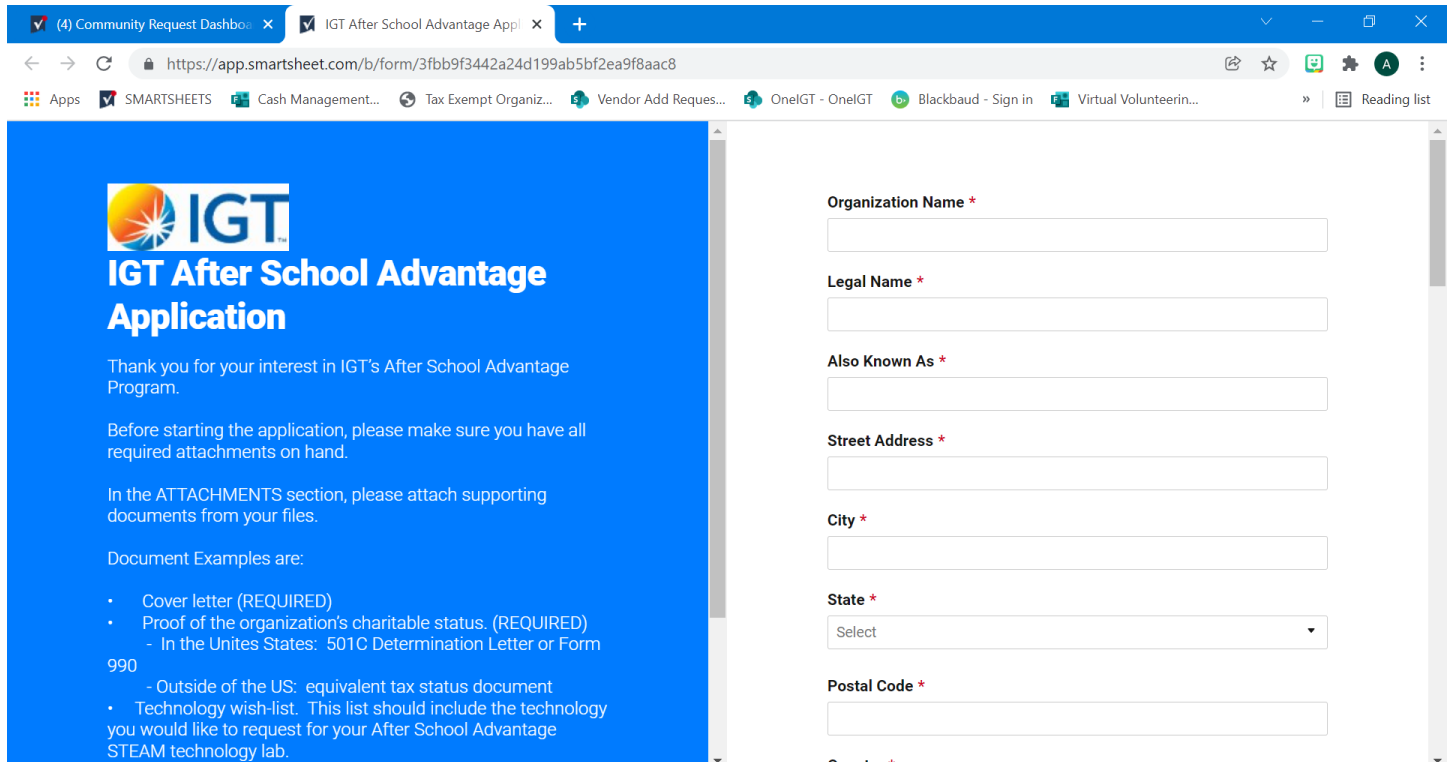
IGT Community Online After School Advantage Portal Guide

IGT has implemented a new application system to replace the existing online application portal.

Beginning on January 17, the portal via https://www.GrantRequest.com/SID_779?SA=SNA&FID=35003 will be disabled. The new application may be found via the following link:

<https://app.smartsheet.com/b/form/3fbb9f3442a24d199ab5bf2ea9f8aac8>

Our hope is that our community partners find the new system to be simplified and more user friendly.

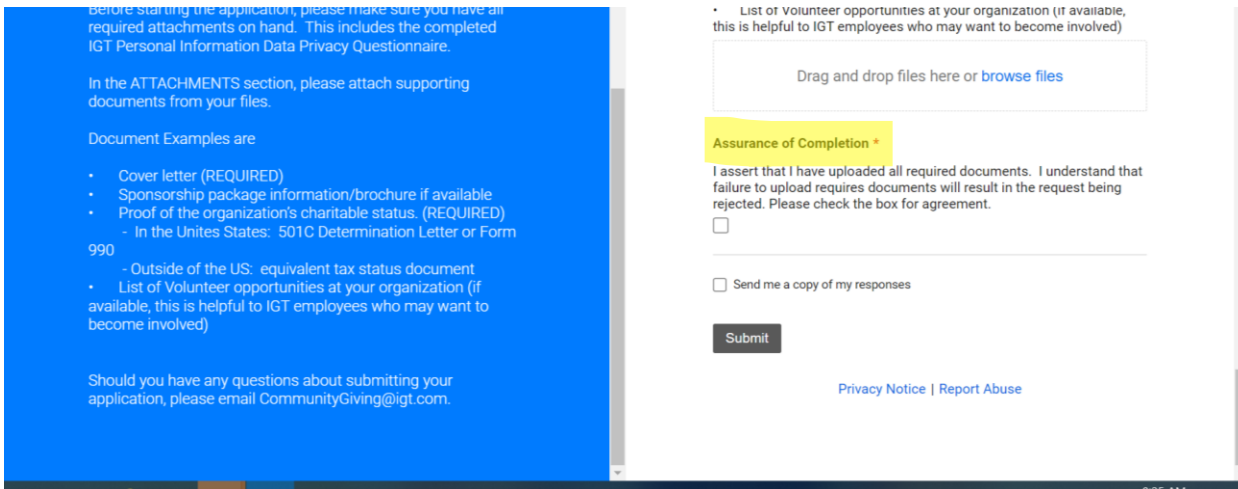


The screenshot shows a web browser window with the URL <https://app.smartsheet.com/b/form/3fbb9f3442a24d199ab5bf2ea9f8aac8>. The page features a blue sidebar on the left with the IGT logo and the title 'IGT After School Advantage Application'. The sidebar text reads: 'Thank you for your interest in IGT's After School Advantage Program. Before starting the application, please make sure you have all required attachments on hand. In the ATTACHMENTS section, please attach supporting documents from your files. Document Examples are: • Cover letter (REQUIRED) • Proof of the organization's charitable status. (REQUIRED) - In the United States: 501C Determination Letter or Form 990 - Outside of the US: equivalent tax status document • Technology wish-list. This list should include the technology you would like to request for your After School Advantage STEAM technology lab.' The main form area on the right contains several input fields, each with an asterisk indicating it is required: 'Organization Name *', 'Legal Name *', 'Also Known As *', 'Street Address *', 'City *', 'State *' (a dropdown menu with 'Select' as the current option), 'Postal Code *', and 'Country *' (partially visible).

Before You Submit

- Prior to submitting an application via the online Smartsheet application, we request that applicants review IGT's After School Advantage submission guidelines: <https://www.igt.com/explore-igt/about-igt/global-responsibility/supporting-our-communities/after-school-advantage-program>.
- Please be sure you have also reviewed the required attachments list and have all documents ready for submission. You will be required to certify that you have attached all required documents at the end of the application. Failure to attach the required documents will result in your application being REJECTED.
- The following documents are **REQUIRED** for successful application submission:
 - Cover letter explaining how funding will be used if not for a specific event
 - Proof of organization charitable status
 - In the United States: 501C3 determination letter or Form 990.
 - Outside of the US: Equivalent tax status document
 - Personal Information (PI) Data Privacy Questionnaire
- The following documents are requested for submission, but are not required:
 - Technology wish-list. This list should include the technology you would like to request for your After School Advantage STEAM technology lab.

- Photos of the proposed space for the After School STEAM Technology Lab.
- Please be sure you have completed each field in the application. Failure to do so will result in an error message, and you will not be able to successfully submit your application.
- At the end of the application, we have added an “Assurance of Completion” section. **You must check the box indicating that you have uploaded the required documents to your application. Any application missing required documents is subject to rejection.**



- Should you have any questions about submitting your application, please email CommunityGiving@igt.com.