

Quick Start Instructions for Grant Application Login

1. Signing up, matching or creating account

To create an account, click sign-up

The screenshot shows the Arcora Foundation Sign In page. At the top left is the Arcora Foundation logo with the tagline "Bending the Arc of Oral Health Toward Equity". Below the logo is the "Sign In" heading and the instruction "Enter your Email to access your Arcora or DentistLink Services". To the right is an email input field with a red "Email is required" error message below it. A "Signup / Add a service" button with a right-pointing arrow is highlighted with an orange box. Below this button is a "Next" button. At the bottom of the page, there is a footer with "English" and an upward arrow, "© 2026 Arcora Foundation.", and links for "Help", "Privacy", and "Terms".

2. Matching or creating account

Start typing in your organization name, select if you find a match. If no match, type your entire organization name.

The screenshot shows the Arcora Foundation Sign up page. At the top is the Arcora logo with the tagline "The Foundation of Delta Dental of Washington". Below the logo is the "Sign up" heading. A progress bar with three steps is shown: "1. FIND OR ADD YOUR ORGANIZATION", "2. WHICH SERVICE ARE YOU REGISTERING FOR?", and "3. CONTACT INFORMATION". Below the progress bar is the instruction "Start typing your organization name and select it. If there is no match, please type in the name." and the label "Organization*". A search input field contains the text "demo". Below the input field is a dropdown menu with the following options: "ABCD-DEMO", "ABCD-DEMO-PRACTICE - Location 2", "ABCD-DEMO-PRACTICE Test", "Demo-Organization" (highlighted with an orange box), and "Partner-DEMO".

3. Click Next

Sign up

1 2 3

FIND OR ADD YOUR ORGANIZATION WHICH SERVICE ARE YOU REGISTERING FOR? CONTACT INFORMATION

Start typing your organization name and select it. If there is no match, please type in the name.

Organization*

Demo-Organization

Next

Login

4. Select the Grant Application service

Sign up

1 2 3

FIND OR ADD YOUR ORGANIZATION WHICH SERVICE ARE YOU REGISTERING FOR? CONTACT INFORMATION

Service*

Select service

Select service

Brochure Order

Grant Application

Training Or Event

5. Add contact information and the reCAPTCHA before clicking on "Sign up"

Sign up

1 2 3

FIND OR ADD YOUR ORGANIZATION WHICH SERVICE ARE YOU REGISTERING FOR? CONTACT INFORMATION

Back

Organization*

Demo-Organization

Service*

Grant Application

First name*

John

Last name*

Doe

Email address*

jdoe@test.com

Confirm Email address*

jdoe@test.com

Contact number

(206) 555-5555

I'm not a robot

reCAPTCHA

Privacy - Terms

Sign up

Login

6. A confirmation message is displayed, and activation email sent to the applicant

Complete your Arcora Foundation registration



Arcora <info@arcorafoundation.org>

To: olivier@redon.us



Welcome! Complete Your Registration

Hi **Olivier Redon**,

You recently requested to join Arcora's dental referral management platform for one of the following services:

- To apply for grant funding.
- To order free brochures and other print materials.

Please click the button below to activate your account. Your e-mail is your username.

Activate Account

We are looking forward to serving you. If you have any questions, contact us at

info@arcorafoundation.org

Thank you for joining us in ensuring everyone can achieve good oral and overall health.

Thanks,

Team Arcora

7. Select add new grant and under the dropdown select "Project"



Olivier ▼

Grants >

Grants

Search by applicant, grant name

+ Add new Grant ▼

Applicant

Grant Name

Grant Type

Project

Sponsorship

No data found

8. (1.) Answer all the questions on the application (2.) Upload project budget and timeline spreadsheet found under the additional links on the Oral Health Impact Application page 3.) If you would like a copy of your submission, click the “Send me a copy of my responses”. (4.) Hit Submit. You will be able to log back in and edit your application until

The screenshot shows the 'New Grant' application form in the ARCORA system. The form is divided into two main sections: 'Applicant Information' and 'Project Information'. Below these is an 'Upload File' section and a 'Submit' button.

1. A red arrow points to the 'Applicant Information' section, which includes fields for 'Applicant Name', 'Executive Director/CEO', 'Enter grant agreement signer', 'Organization Mission', 'Board and Staff Diversity', and 'Grant Purpose'. Each field has a 'Create' button next to it.

2. A red arrow points to the 'Project Information' section, which includes fields for 'Project name', 'Project Category', 'Please describe the project, including specific goals', 'Amount Requested', 'Project Population', 'Geographic Location', 'Project Timeline', and 'Other Information?'. Each field has a 'Select' or 'Please describe' button next to it.

3. A red arrow points to the 'Upload File' section, which has a dashed green border and contains the text: 'Drag and drop file here or [Browse](#). Please upload your budget and support information and your organization web and ACH form here.'

4. A red arrow points to the 'Submit' button, which is located at the bottom right of the form.

If you have problems with account set-up or other technical issues, please email, arcora-it@arcorafoundation.org.