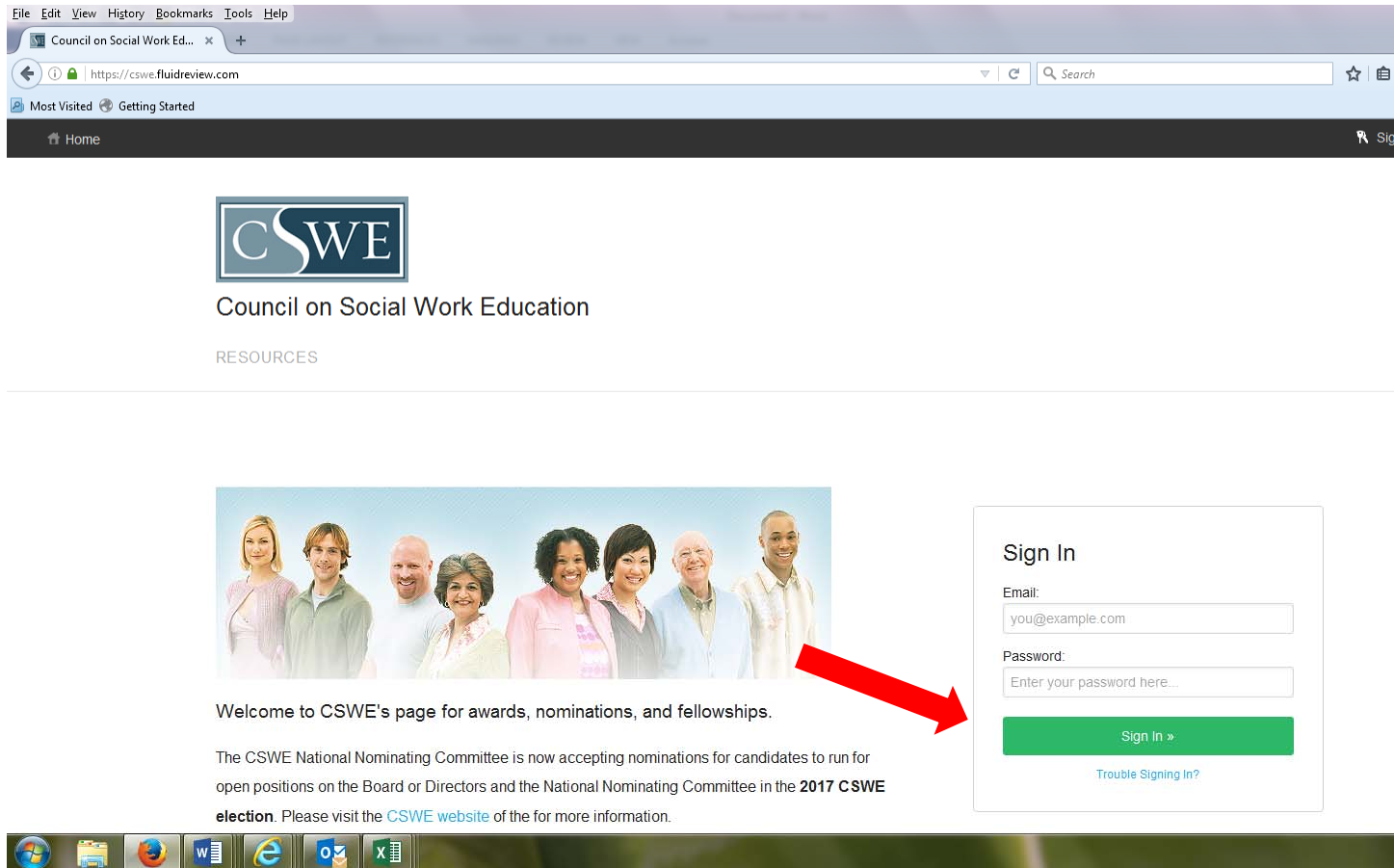


Katherine A. Kendall Institute

Instructions for Grant Proposals

Step 1: Sign in to the review system at <https://cswe.fluidreview.com>.



The screenshot shows a web browser window with the URL <https://cswe.fluidreview.com>. The page features the CSWE logo and the text "Council on Social Work Education". Below the logo, there is a "RESOURCES" section. A large image of a diverse group of people is displayed. To the right of the image is a "Sign In" form with fields for "Email:" (containing "you@example.com") and "Password:" (containing "Enter your password here..."). A green "Sign In »" button is located below the password field, with a link for "Trouble Signing In?". A red arrow points from the text "Please visit the CSWE website" to the "Sign In" form.

If it is your first time accessing the FluidReview system, click “Sign Up.” Please note that this account is not linked to your CSWE membership account. Fill out your information (photo not required) and click “Register.” Once you’ve created an account, there may be a slight delay in receiving the e-mail to confirm registration. Click on the link in your e-mail to activate your account.

Step 2: After signing in, click the “Start” button to access the eligibility requirements.

The screenshot shows a web browser window with the URL <https://cswe.fluidreview.com/awds/>. The page header includes the CSWE logo and navigation links for AWARDS, RESOURCES, HELP, and SETTINGS. Below the header, there is a 'Home' link and a section titled 'Awards'. Under 'Awards', there is a 'Your Tasks' section with a table:

TASK	STATUS	ACTIONS
CSWE Eligibility Requirements	INCOMPLETE	Start

A red arrow points to the 'Start' button in the 'ACTIONS' column. Below the table, a message reads: *Not all required user tasks have been completed.*

If you have submitted an application through CSWE’s FluidReview in the past, you will need to edit your eligibility requirements for the specific award you are applying for.

Eligibility Requirements Section

Step 3: Select “Request for Grant Proposals - Katherine A. Kendall Institute” to submit grant proposal. Click “Next.”

CSWE Eligibility Requirements

Home » CSWE Eligibility Requirements

Back to Account

0%

Which application are you interested in applying for?

- Carl A. Scott Book Scholarship (next application cycle open summer 2017, subject to change)
- MFP Doctoral Fellowship (application cycle open December 15, 2016 - February 28, 2017)
- Board of Directors (BOD)/National Nominating Committee (NNC) (application cycle open November 2016)
- MFP-Youth Master's Fellowship (current application cycle closed)
- Policy Practice in Field Education (current application cycle closed)
- CSWE Councils: Council on Practice Methods & Specializations; Council on Global Learning & Practice; Council on Conference & Faculty Development; Council on Leadership Development (current application cycle closed)
- Request for Grant Proposals-Katherine A Kendall Institute for International Social Work Education
- Call for Advisory Board Members-Katherine A Kendall Institute for International Social Work Education

Save & Continue Editing Next

Step 4: CSWE Eligibility Requirements page: Confirm CSWE membership and ability to meet grant requirements. “Save and Continue” will save and keep you on the same page. You cannot continue if the two boxes are not checked. Click “Save & Exit” to complete this portion of the form.

The screenshot displays the CSWE Eligibility Requirements page. At the top, the CSWE logo and name are visible, along with navigation links for Resources, Help, and Settings. The page title is "CSWE Eligibility Requirements" and a "Back to Account" link is present. A progress bar indicates 40% completion. The main content area is titled "Request for Grant Proposals- Katherine A Kendall Institute for International Social Work Education" and contains three requirements, each with an unchecked checkbox:

- One member of the team must be a current CSWE member throughout the duration of the grant.
- Grants funds will not be used for travel or overhead costs.
- Must be able to provide progress reports and disseminate results.

At the bottom of the form, there are three buttons: "Back", "Save & Continue Editing", and "Save & Exit". A red arrow points to the first requirement, and another red arrow points to the "Save & Exit" button.

Awards Section

Step 5: Click on the “View Awards” button at the bottom of the page.

The screenshot displays a web browser window with the following elements:

- Browser Address Bar:** Shows the URL `https://cswe.fluidreview.com/awds/`.
- Your Tasks Table:**

TASK	STATUS	ACTIONS
CSWE Eligibility Requirements	COMPLETE	View Edit Delete
- Your Awards Section:** Includes a search filter dropdown set to "Any" and a search input field with a "Go" button.
- Message Box:** A light blue box with an information icon and the text "No applications found".
- Action Button:** A green button labeled "View Awards >" with a red arrow pointing to it.
- Page Footer:** Contains the text "Powered by FluidReview" and links for "Terms of Use" and "Privacy Policy".
- Taskbar:** Shows various application icons including Windows, Firefox, Word, and Adobe Reader.

Step 6: Find the “Request for Grant Proposals - Katherine A. Kendall Institute” and click on the “Apply Now” button.

The screenshot shows a web browser window displaying the Council on Social Work Education Awards page. The page header includes the site name and navigation links. The main content area shows a search bar, filter and sort options, and a table of awards. A red arrow points to the 'Apply Now' button for the award titled 'Request for Grant Proposals Katherine A Kendall Institute for International Social Work Education'.

Search: Go

FILTERS: All awards

SORT: Alphabetically

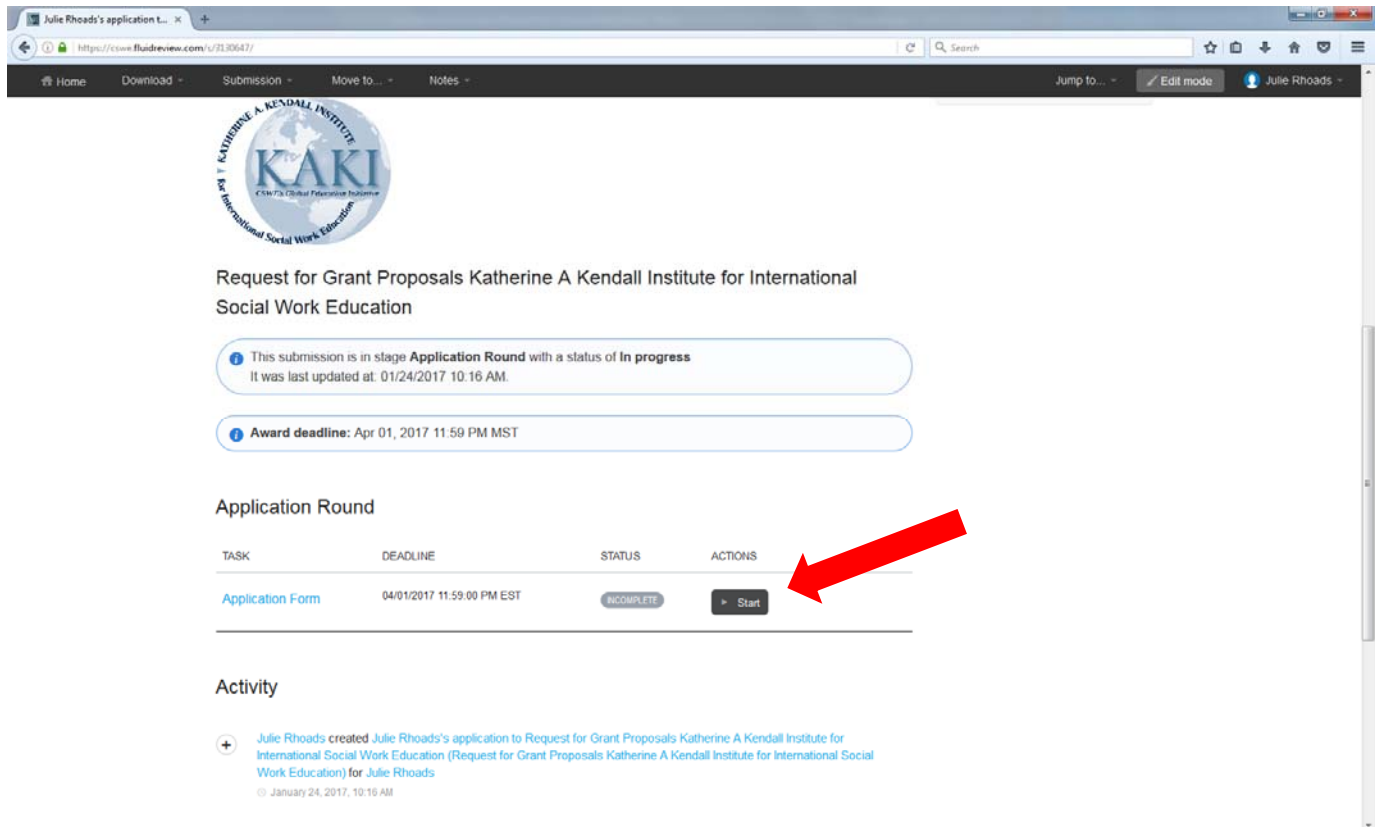
AWARD	DESCRIPTION	CATEGORY	DEADLINE	ACTIONS
<input type="checkbox"/> Request for Grant Proposals Katherine A Kendall Institute for International Social Work Education	Grants that support international social work education	Award (Internal)	OPEN: Jan 18, 2017 CLOSED: Apr 01, 2017	Apply Now

Showing 1 - 1 of 1

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Step 7: Click on the “Start” button.



The screenshot shows a web browser window with the URL <https://cswefluidreview.com/c/2130647/>. The page header includes navigation links: Home, Download, Submission, Move to..., Notes, Jump to..., Edit mode, and the user name Julie Rhoads.

The main content area features the logo of the Katherine A. Kendall Institute for International Social Work Education (KAKI). Below the logo, the title reads "Request for Grant Proposals Katherine A Kendall Institute for International Social Work Education".

Two informational boxes are present:

- This submission is in stage **Application Round** with a status of **In progress**. It was last updated at: 01/24/2017 10:16 AM.
- Award deadline:** Apr 01, 2017 11:59 PM MST

The "Application Round" section contains a table with the following data:

TASK	DEADLINE	STATUS	ACTIONS
Application Form	04/01/2017 11:59:00 PM EST	INCOMPLETE	▶ Start

A red arrow points to the "▶ Start" button in the "ACTIONS" column of the table.

The "Activity" section shows a log entry:

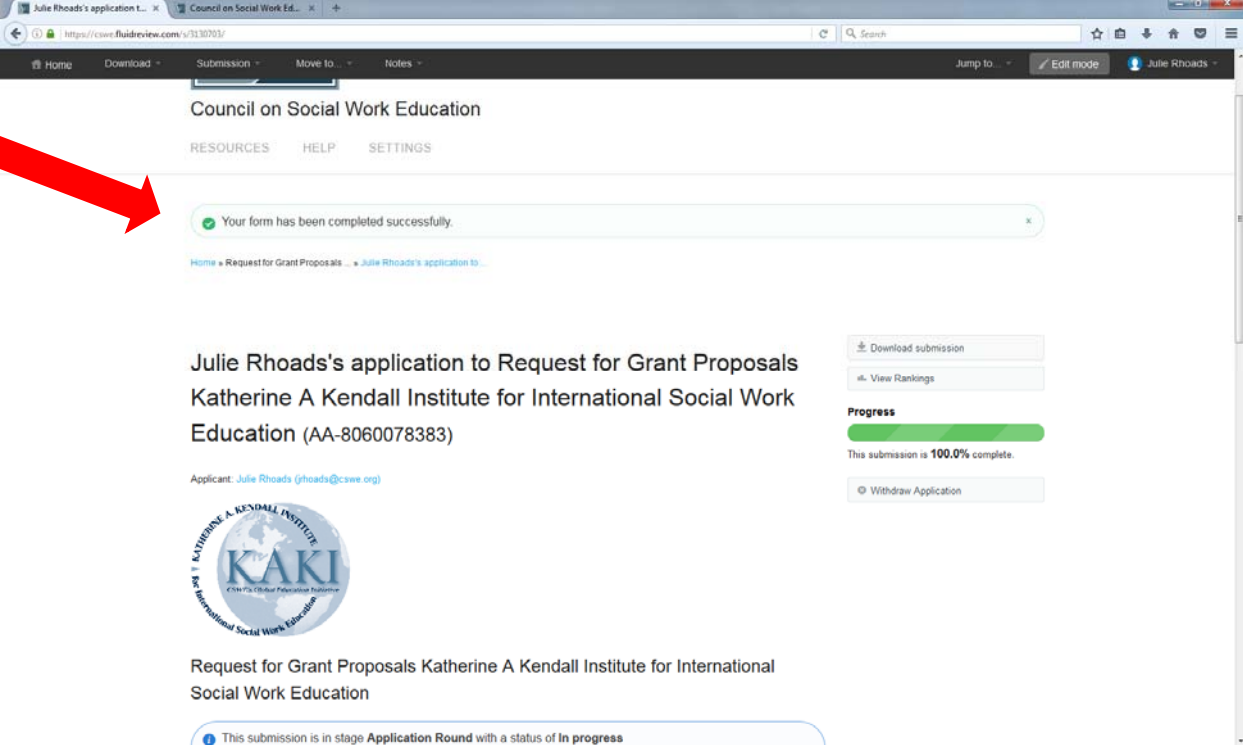
- Julie Rhoads created Julie Rhoads's application to Request for Grant Proposals Katherine A Kendall Institute for International Social Work Education (Request for Grant Proposals Katherine A Kendall Institute for International Social Work Education) for Julie Rhoads

© January 24, 2017, 10:16 AM

Step 8: Complete each required piece of the form. All application materials must be submitted in English. Once each section is completed, click “Save and Exit” at the bottom of each page to be taken to your application home screen. “Save and Continue” will keep you on your current page. If you have to log out before completing the form, please save your work by clicking the “Save and Exit” button at the bottom of the page.

The screenshot shows a web browser window with the URL <https://csmr.fluidreview.com/v/3130703/185579/qr/?qs=1.Bw+ry/hw/Wd/c/Gf/c/Kf/Pwd.CAa00%3D&a=3130703&h=34473e486c338336a675db4d67183d1>. The page title is "Application Form" and the user is logged in as "Julie Rhoads". The main content area is titled "Budget" and contains the following text: "Include in the budget all expenses for your project. Provide specifics about how funds will enhance or support your project. Projects funds are not to be used primarily to fund faculty and student travel. No overhead costs will be entertained. Please mention any funding that you are using from other sources." Below this text is a large empty text input field. At the bottom of the form, there are three buttons: "Back", "Save & Continue Editing", and "Save & Exit". A red arrow points to the "Save & Exit" button. The footer of the page includes the text "Powered by FluidReview" and links for "Terms of Use" and "Privacy Policy".

Step 9: When you return to the application page, the application status should read “Complete.”



The screenshot shows a web browser window with the URL <https://cswe.fluidreview.com/s/3130703/>. The page title is "Council on Social Work Education". A red arrow points to a green notification box that says "Your form has been completed successfully." Below this, the application title is "Julie Rhoads's application to Request for Grant Proposals Katherine A Kendall Institute for International Social Work Education (AA-8060078383)". The applicant is listed as "Julie Rhoads (rhoads@cswe.org)". The KAKI logo is displayed, which includes the text "KATHERINE A. KENDALL INSTITUTE" and "KAKI" in large letters, with "Katherine A. Kendall Institute for International Social Work Education" around it. To the right, there are buttons for "Download submission", "View Rankings", and "Withdraw Application". A progress bar shows "Progress" and "This submission is 100.0% complete." At the bottom, a status bar indicates "This submission is in stage Application Round with a status of In progress".

Congratulations! You have successfully submitted your Request for Grant Proposals for the Katherine A. Kendall Institute.

If you have questions, please contact kaki@cswe.org.