



United Way
Saint John, Kings
& Charlotte

Emergency Community Support Fund e-CImpact Application Instructions

For Funded Partners who have used e-CImpact in the past:

- Step 1:** Go to the agency login page <https://agency.e-cimpact.com/login.aspx?org=147855>
- Step 2: User Name:** Use the same email used in past applications. If you have forgotten or would like to change the email, please contact gina@unitedwaysaintjohn.com
- Step 3: Password:** Use the same password used in previous applications. If you have forgotten your password, there is a “Forgot your password?” function to reset.
- Step 4:** On the left-hand side click “Request Funding” from the “Apply/Report” menu.

For New Agencies using e-CImpact for the first time:

- Step 1:** Go to the agency login page <https://agency.e-cimpact.com/login.aspx?org=147855>
- Step 2:** From the agency login page select ‘Click here to create new Account’
- Step 2:** Please read all directions carefully, and then click ‘Next’ to continue with your registration process.
- Step 3:** Please enter all required information regarding your agency. Then proceed to the next page.
- Step 4:** Select the Emergency Community Support Fund grant application that you would like to apply for, and then continue to the next page.
- Step 5:** Review all agency information entered, and then click ‘Complete Registration’
- Step 6:** You will now be able to log into the agency site. The application for the “Emergency Community Support Fund” will appear on the **left-hand side under the “Apply/Report” menu.**

Questions? Contact gina@unitedwaysaintjohn.com or call 658-1212.