



# Arts Culture NB Grant Portal INSTRUCTIONS

## APPLY TO GRANT PROGRAMS ON [GRANTS.ARTSCULTURENB.CA](https://grants.artsculturenb.ca)

1 Using your Profile Account, **login to the Arts Culture NB Grant Portal** at [grants.artsculturenb.ca](https://grants.artsculturenb.ca).

***NOTE:** Please ensure your browser is up to date for best use of this portal. Edge, Chrome and Safari are recommended.*

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2 On your Dashboard, click on **“Funding Opportunities”** to review the list of grant programs available. Program guidelines can be found on the right-hand side of each funding opportunity.

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3 Click the **“Apply Now”** button beside the program you want to apply to. Please make sure to click on **“Save Draft”** at the bottom of your screen often to save your changes as you complete your application.

***NOTE:** You can continue to work on draft applications by saving your draft. Click on **“In Progress”** and select your application to continue editing.*

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4 Click **“Submit”** when you have completed the Application Form.

***NOTE:** All mandatory fields (\*) must be completed in order to submit an application successfully. Any empty required information/fields will prevent you from submitting your application form.*

**Congrats!** You have now successfully created and submitted your application. You will receive a confirmation email with a copy of your submitted application form and can view your submitted application on the **“Under Review”** section of your Grant Portal Dashboard.

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For questions or concerns regarding our grant portal, contact us at [culture@gnb.ca](mailto:culture@gnb.ca).