

How to use Wikimedia Foundation's Fluxx Grantee Portal

<https://wmf.fluxx.io/>



How to:

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Register

2

Log in

3

Edit user and
organization
profile

4

Apply for
funding



How to register (1/4)

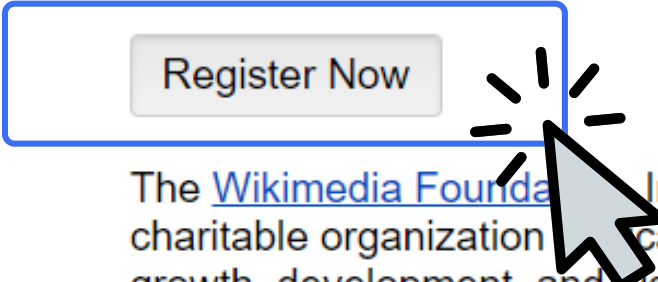
You need to register to access the Grantee Portal. If you are registered, please skip this step.

Go to <https://wmf.fluxx.io/>.

Click the **Register Now** button to start registering.

Login Now:

[Reset or create password](#)



The [Wikimedia Foundation](#) Inc is a nonprofit charitable organization dedicated to encouraging the growth, development, and distribution of free, multilingual content, and to providing the full content of these wiki-based projects to the public free of charge.

We are excited that you are interested in Wikimedia Foundation Funds. You can find more information about our funding programs on [this page](#).




How to register (2/4)

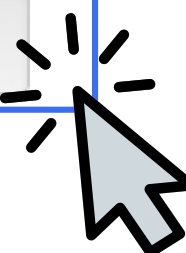
Please review the Funding Requirements and check the box to indicate that both requirements are true before proceeding with registration.

Eligibility Question

Both Statement #1 and Statement #2 are true.

Selecting "Yes" indicates BOTH statements are true.



How to register (3/4)

Please complete Primary Contact and Group / Organization sections. **I am applying as a(n):** and **Email** fields are required. You will later be able to update your and your organization's information. Click **Submit Request**.

I am applying as a(n):

This field is required.

Email



How to register (4/4)

After submitting, you will receive an email notification within 48 business hours from the Wikimedia Foundation with login information. Follow the link in the email to set up your password.

Dear Davit,

Your registration has been approved!

You have been assigned the user name: **login**. These credentials allow you to login at <https://wmf.fluxx.io/>.

Please use the link below to setup your password:

tokenized_link

Thank you,

Best regards,

Grant Administrators

2 How to log in (1/2)

You can log in only if you have a username and password.

Go to <https://wmf.fluxx.io/>.

Enter your username and password, and click **Sign in**.

saroyandavit@example.com

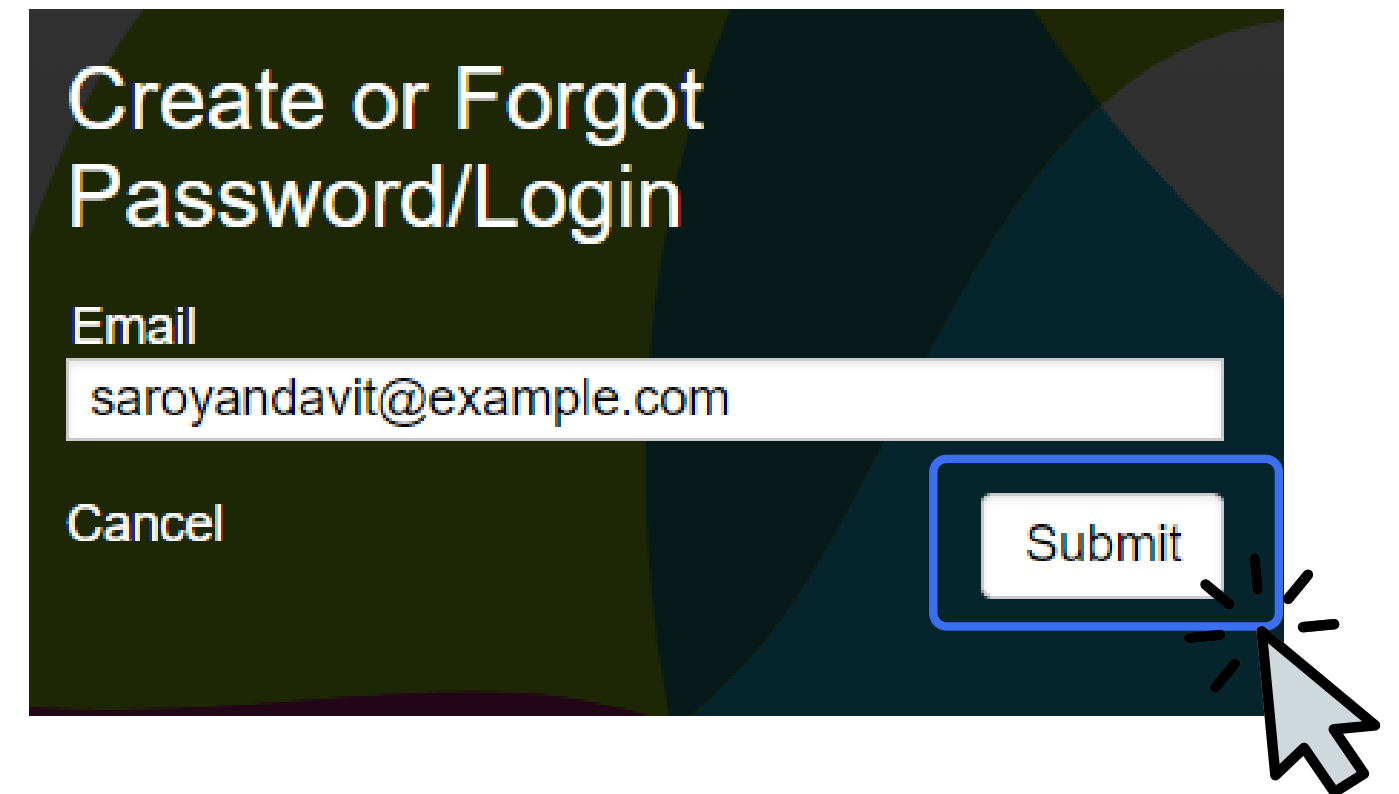
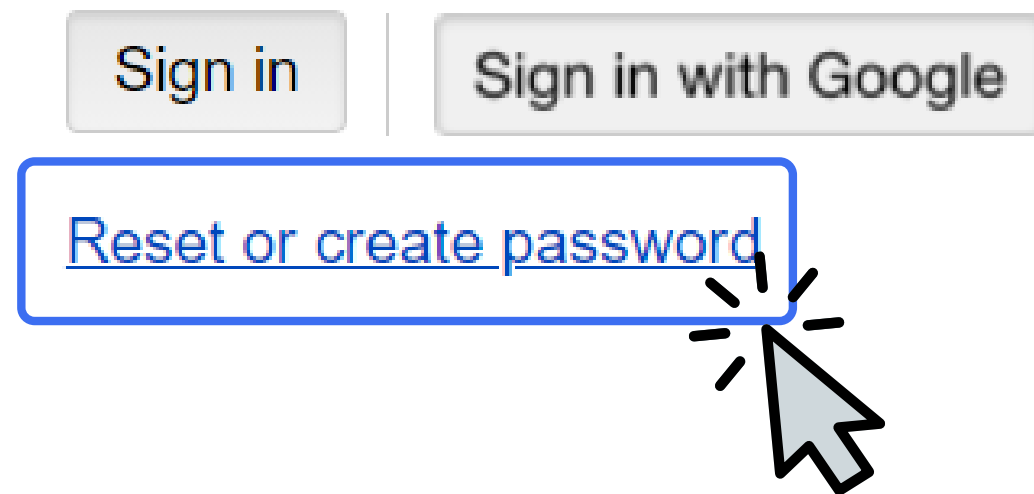
.....

Sign in Sign in with Google

[Reset or create password](#)

2 How to log in (2/2)

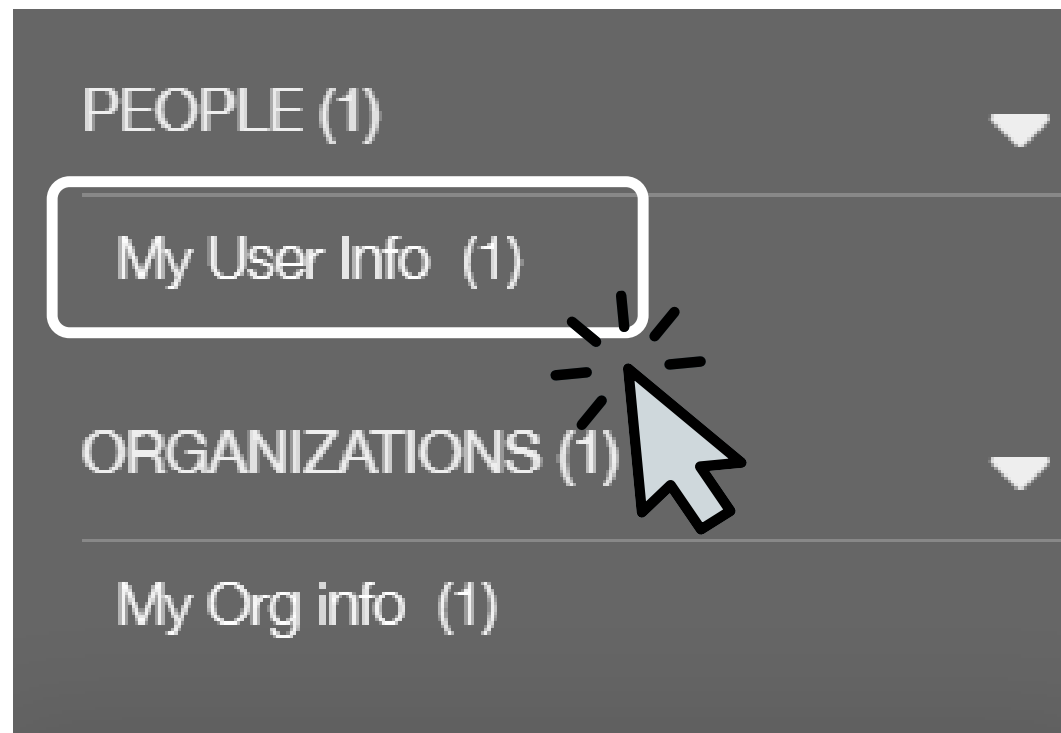
If you do not remember your password, press [Reset or create password](#) and follow the instructions. Please, do not create a new account.



3 Edit user profile (1/3)

Go to <https://wmf.fluxx.io/> and log in.

On the left-hand side of your screen, you can see the navigation panel. Click the [My User Info](#) link.



3 Edit user profile (2/3)

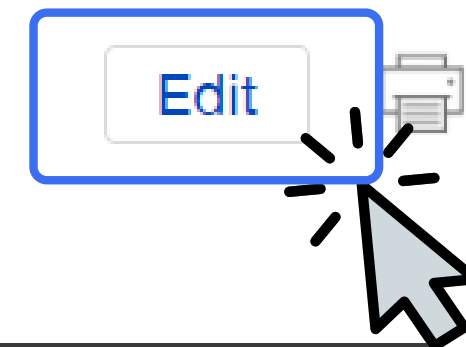
On the right-hand side of your screen, you will see your user info. Click **Edit** to edit your profile. The fields that are required are:

- **First Name**
- **Last Name**
- **Email**

After your grant is approved, you will be asked to provide additional information. Click **Save** to save the changes.

Davit Saroyan

Wikimedia Foundation



Cancel

Save and Continue

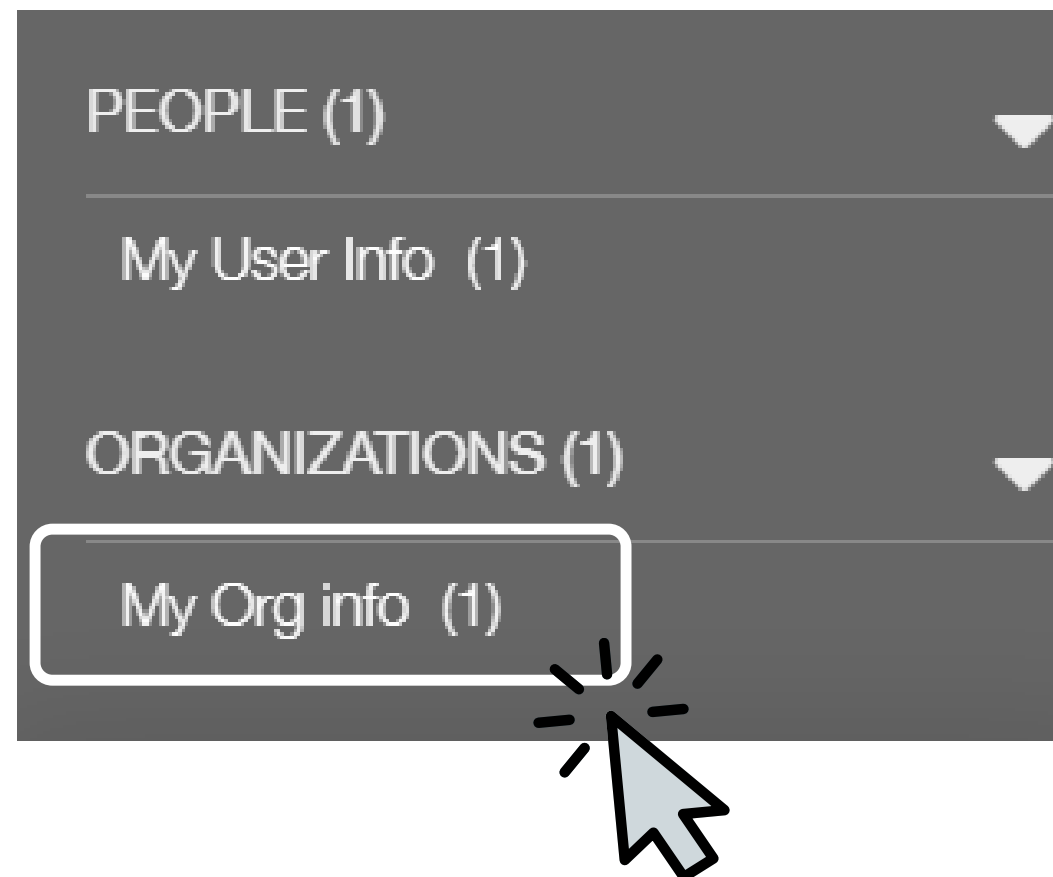
Save and Close

3

Edit organization profile (3/3)

In the navigation panel, you can also find your organization profile. Click [My Org Info](#) and complete your organization profile in the same way.

The only required field is [Organization Name](#) but we will ask for more details during the review process or when your grant is approved.



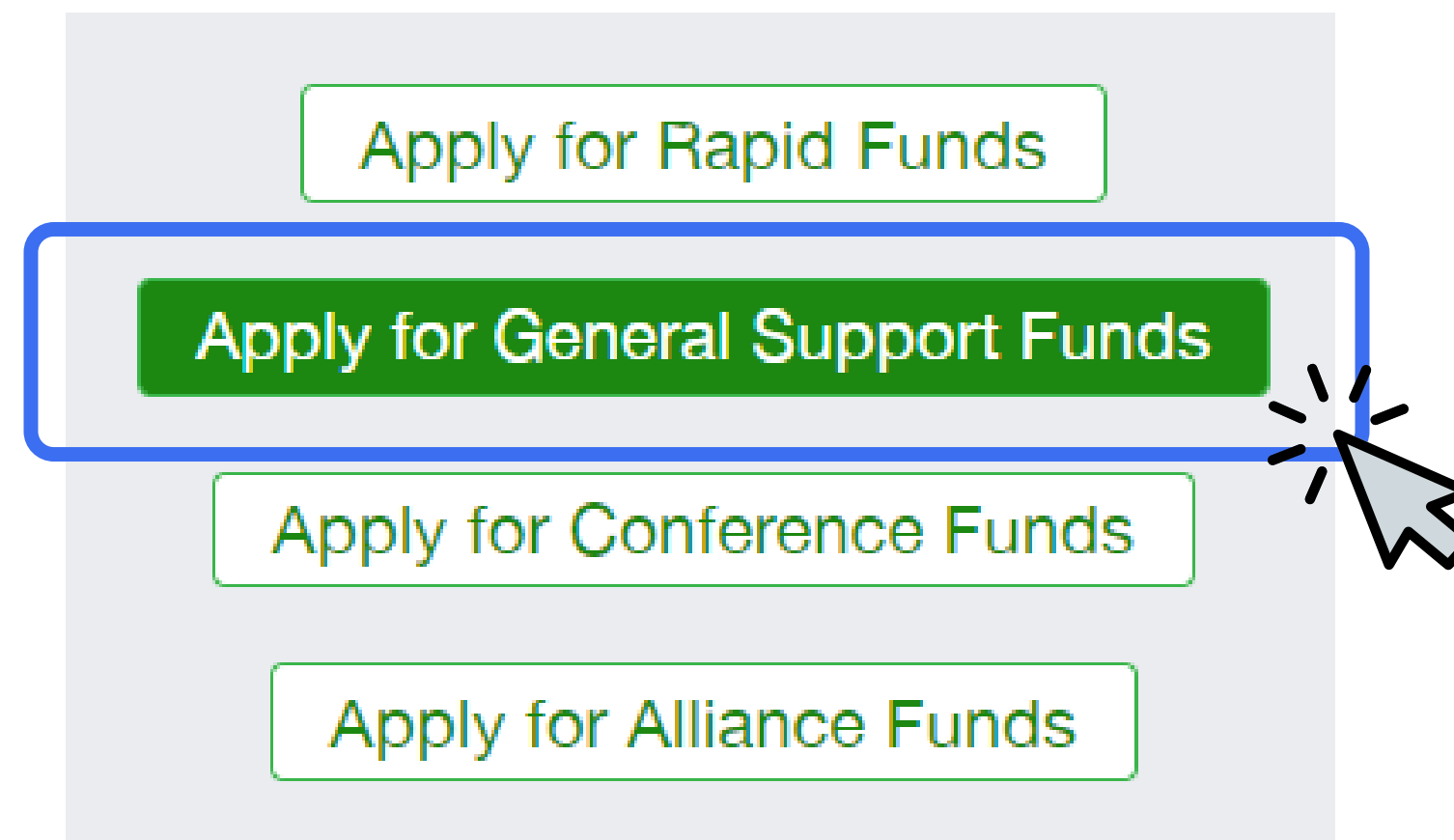
4

How to apply for funding (1/5)

Go to <https://wmf.fluxx.io/> and log in.

On the main page, you can see links to apply for Wikimedia Foundation funding. Select your funding program and click [Apply](#).

You can find more about the funding programs [here](#).



4 How to apply for funding (2/5)

Complete the application by following the instructions.

Please refer to the linked application guide or click ([help](#)) links if you need support.

The forms do not auto-save, so please remember to save often.

5. Please state the title of your proposal. ([help](#))

Max 500 characters.

Wikisource Editathon in Yerevan

Cancel

Save and Continue

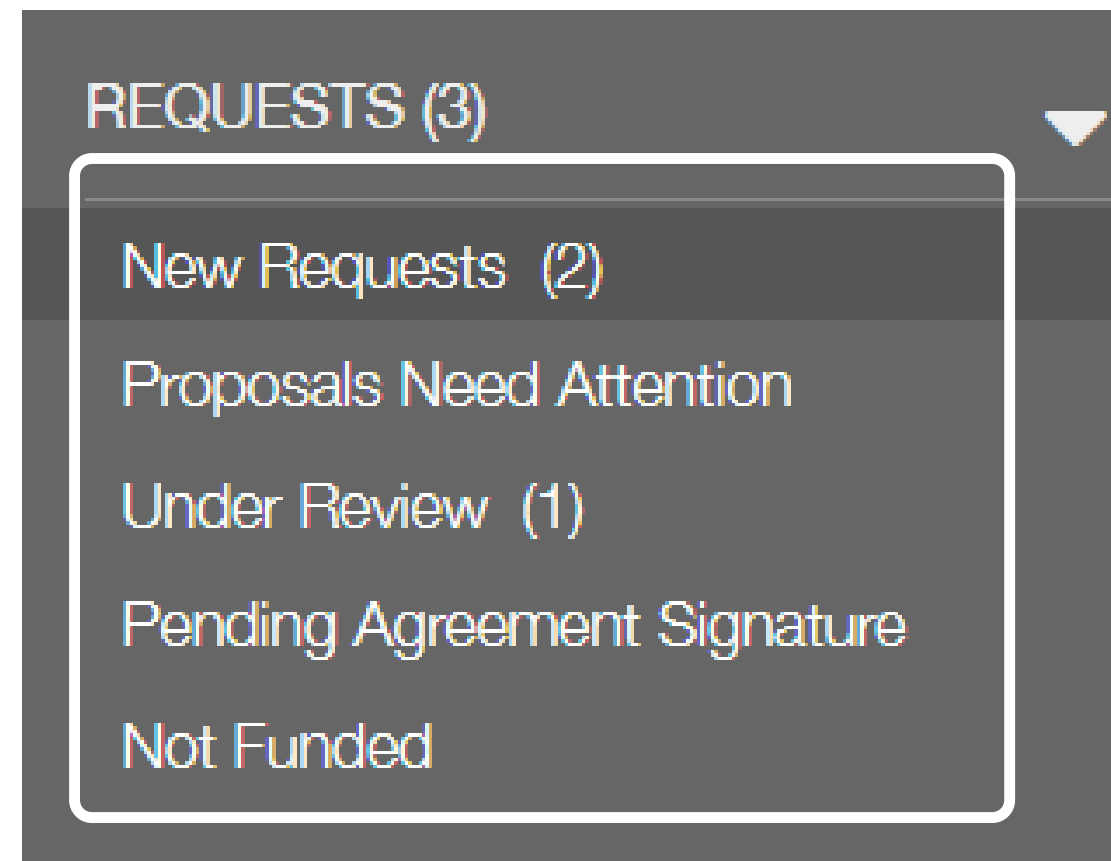
Save and Close

4 How to apply for funding (3/5)

You can find all funding requests in the navigation bar.

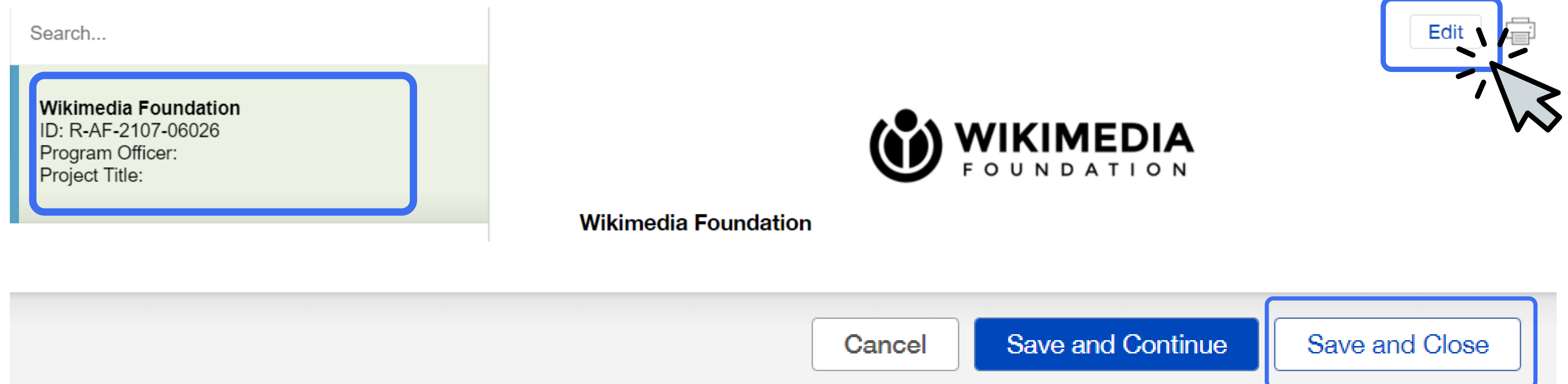
Please monitor the bar for any updates.

You will also receive an email notification when there is an update regarding your request.



4 How to apply for funding (4/5)

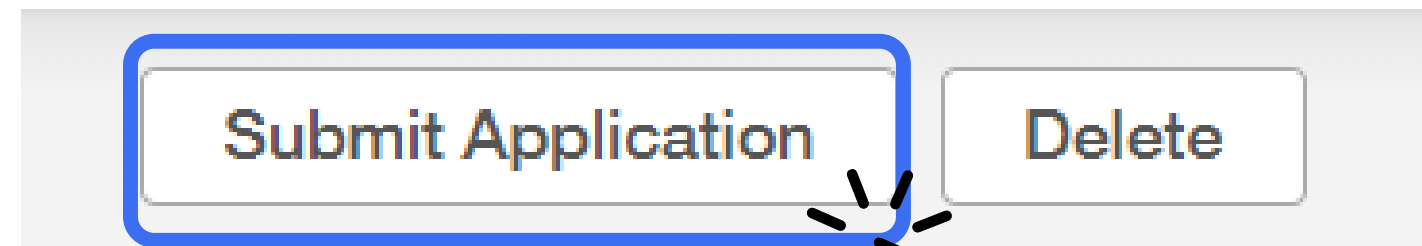
If you want to edit a saved application, go to [New requests](#), select your draft application, and click [Edit](#) on the right-hand side. Do not forget to [Save](#) your application after making updates. You will not be able to edit your application after submission.



The screenshot displays the Wikimedia Foundation application management interface. On the left, a search bar is visible above a list of applications. One application is highlighted with a blue border and contains the following text: "Wikimedia Foundation", "ID: R-AF-2107-06026", "Program Officer:", and "Project Title:". To the right of the application list is the Wikimedia Foundation logo and the text "Wikimedia Foundation". In the top right corner, a blue-bordered button labeled "Edit" is highlighted with a blue box and a mouse cursor icon. At the bottom of the interface, there is a grey bar containing three buttons: "Cancel", "Save and Continue" (highlighted with a blue border), and "Save and Close" (highlighted with a blue border).

4 How to apply for funding (5/5)

When your application is ready click [Submit Application](#).
You can also leave an optional [Note](#) for your Program Officer.



Note for Submit Application X

Thanks for your support to prepare our application!

Cancel OK