



Introduction

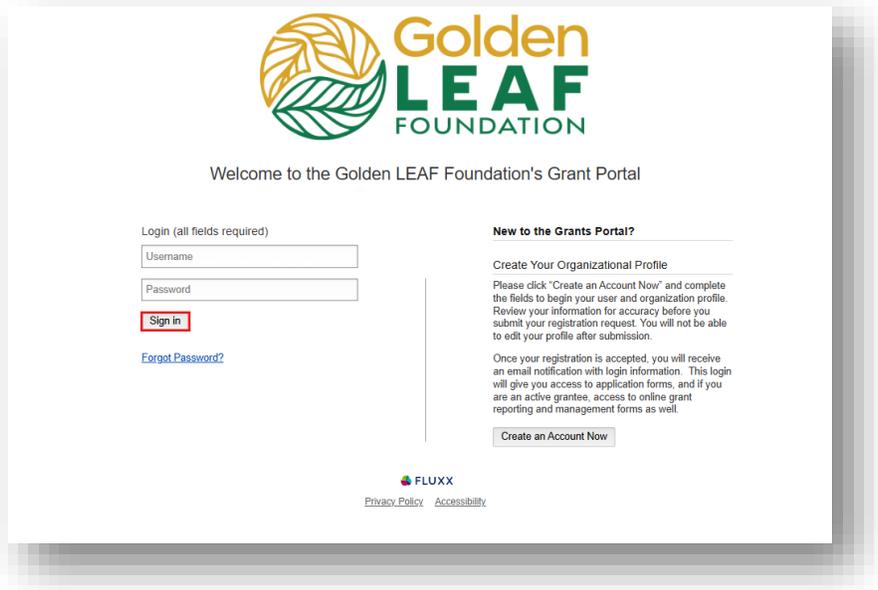
If you've not already created an account with your unique e-mail address, create an account. You should receive an e-mail from the Fluxx grant management system prompting you to create a password. If you've created an account and don't have (or have forgotten) your password, you can create or reset your password by following these steps.

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Steps to Log In

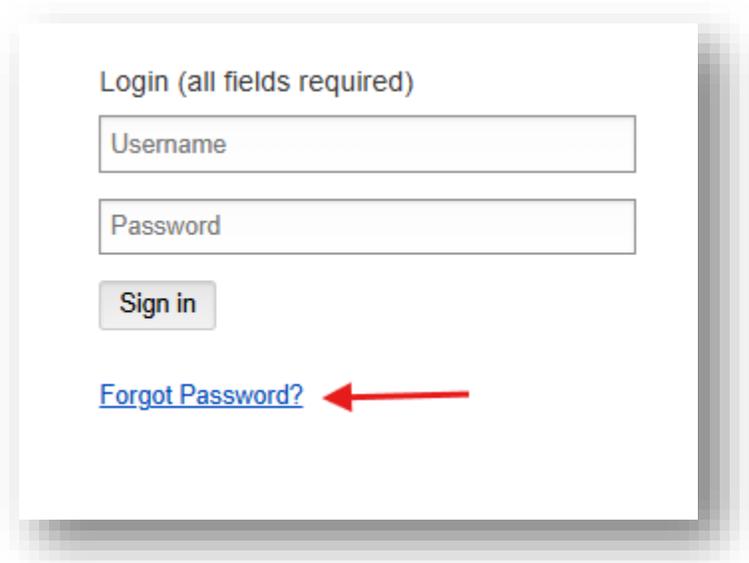
1. Open your preferred browser and go to <https://goldenleaf.fluxx.io>. Bookmark this address or save it as a favorite.
2. Enter your e-mail address as Username and your password, then click **Sign in**.



The screenshot shows the login page for the Golden LEAF Foundation's Grant Portal. At the top is the logo, which consists of a stylized leaf icon and the text "Golden LEAF FOUNDATION". Below the logo is the text "Welcome to the Golden LEAF Foundation's Grant Portal". The page is divided into two main sections. On the left, under the heading "Login (all fields required)", there are two input fields: "Username" and "Password". Below these fields is a red "Sign in" button and a blue link for "Forgot Password?". On the right, under the heading "New to the Grants Portal?", there is a section titled "Create Your Organizational Profile" with instructions on how to create an account. At the bottom of the page, there is a "FLUXX" logo and links for "Privacy Policy" and "Accessibility".

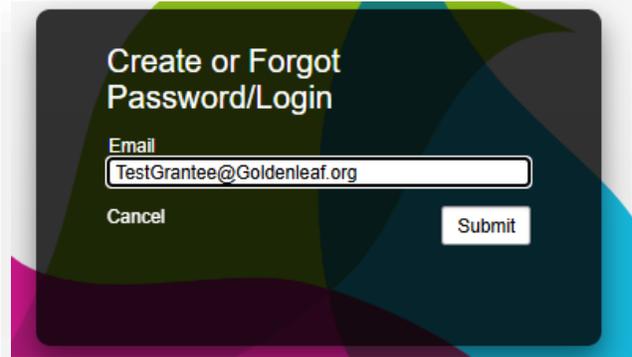
Reset Password

1. Open your preferred browser and go to <https://goldenleaf.fluxx.io>.
2. Click **Forgot Password?**



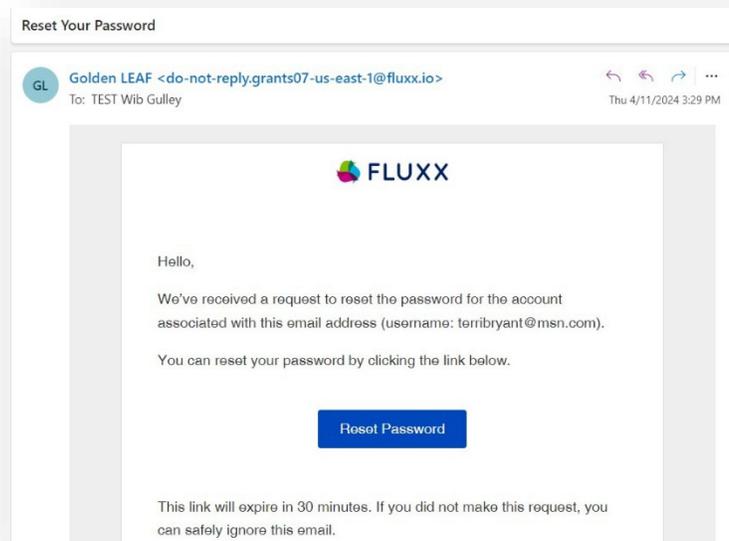
This is a close-up screenshot of the login form. It shows the "Login (all fields required)" heading, the "Username" and "Password" input fields, and the "Sign in" button. A red arrow points to the blue link "Forgot Password?" below the "Sign in" button.

3. Type your e-mail address into the Email field, then click **Submit**.

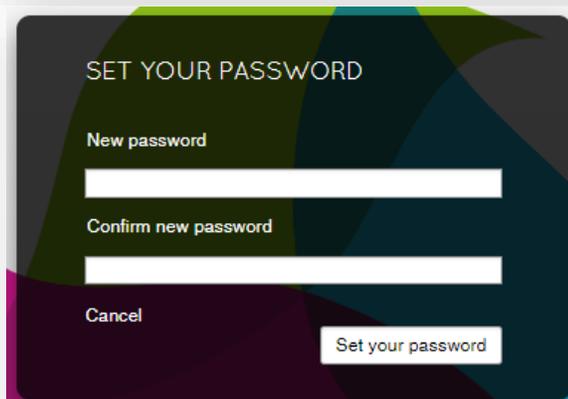


The screenshot shows a login form with a dark background and colorful abstract shapes. The title is "Create or Forgot Password/Login". Below the title is an "Email" label and a text input field containing "TestGrantee@Goldenleaf.org". At the bottom left is a "Cancel" button, and at the bottom right is a "Submit" button.

4. Open the message that was sent to your e-mail address.



5. Follow the link. Enter and re-enter your new password, then click **Set Your Password**.



The screenshot shows a password reset form with a dark background and colorful abstract shapes. The title is "SET YOUR PASSWORD". Below the title are two text input fields: "New password" and "Confirm new password". At the bottom left is a "Cancel" button, and at the bottom right is a "Set your password" button.

6. You'll be returned to the login screen where you can enter your e-mail address and new password, and then click **Sign In**.

Contact Information

Still have grant portal questions? Send your question(s) to grantportalhelp@goldenleaf.org or drop by virtual office hours (schedule posted on the Golden LEAF website [here](#)).