Boone Impact Group Funding Management System Quick Guide

Updated May 12, 2025

Overview:

This quick guide is to assist organizations applying or receiving funding for Boone County Children's Services Fund, City of Columbia's Social Services funding, and/or Heart of Missouri United Way. The Boone Impact Group (BIG) partners share the same web-based funding management system, operated by Foundant Technologies.

Contact Information:

Boone County Community Services Department

Phone: (573) 886-4298

Email: communityservices@boonecountymo.org

City of Columbia/Boone County Department of Public Health and Human Services

Phone: (573) 874-7488

Email: humanservices@como.gov

Heart of Missouri United Way

Phone: (573) 443-4523

Email: communityimpact@uwheartmo.org

Accessing the System:

BIG Foundant Site: https://www.grantinterface.com/Home/Logon?urlkey=boonecountymo

- Please make sure you login using your existing individual account before creating a new account.
- New Users: Please click on "Create New Account" to complete the registration process and create your logon credentials.
- Existing Users: Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password?" link to the left to reset your password.
- Not Sure? If you think that you or someone at your organization has already registered in the system, do not create a new account. Go to the last slide in this guide for contact information for each BIG partner.

Generic Guides for Organizations Produced by Foundant

- GLM* Applicant Tutorial – Review materials under the tab "GLM Applicant Tutorial (New Dashboard)" only
  - https://support.foundant.com/hc/en-us/articles/4479853059991-GLM-Applicant-Tutorial
- Applicant Tutorial – Submit a Follow Up Form
  - https://support.foundant.com/hc/en-us/articles/12131768824087-Applicant-Tutorial-Submit-a-Follow-Up-Form
- Applicant Tutorial – Copy Request
  - https://support.foundant.com/hc/en-us/articles/4523861991575-Applicant-Tutorial-Copy-Request

*GLM = Grant Lifecycle Manager (Foundant product term for BIG's funding management system). Some Foundant pages may refer to SLM (Scholarship Lifecycle Manager), which has a similar navigation to GLM.

Additional Organization and User Information

- Access Organization Summary page by clicking on 'Organization History' button on the top navigation bar next to the Home and Apply buttons.
- The Organization Summary page includes a contact list of users assigned to the organization. The primary user for the organization will be able to see the list of users.
  - You can invite a new user by clicking on the 'Invite User' button. A pop-up window will appear where you add the email address of the new user and can include a message. Inviting a user will not automatically allow them to view proposals and forms.
- You must also add each applicable user as a 'Collaborator'. Foundant's GLM system allows organizations to have multiple users viewing and editing processes and forms. Please refer to the following Foundant articles for adding collaborators:
  - Applicant Tutorial – Collaboration
    - https://support.foundant.com/hc/en-us/articles/4523887747223-Applicant-Tutorial-Collaboration
  - Applicant Tutorial – Collaborator Tutorial (review 'Collaborator Experience (New Dashboard)' section)
    - https://support.foundant.com/hc/en-us/articles/28664505675927-Collaborator-Tutorial