

2025 READER APPLICATION: HOW-TO

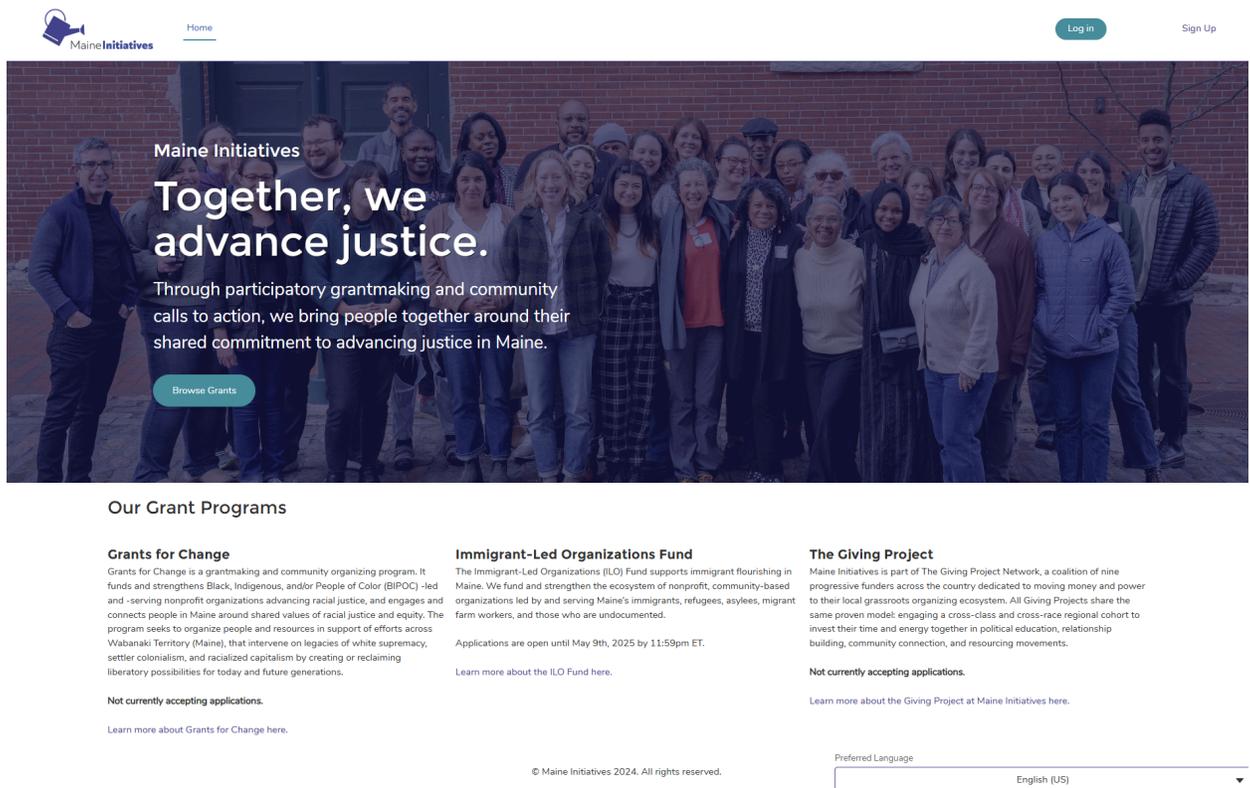
This document was created to support individuals applying to become Readers for the 2025 Immigrant-Led Organizations Fund through [Maine Initiatives' application portal](#).

If you have already created an account to submit organizational applications for funding, you can use the same login credentials to submit your Reader application. We recommend completing the brief Reader application in one sitting.

Please contact ilofund@maineinitiatives.org if you have any additional questions about your online application.

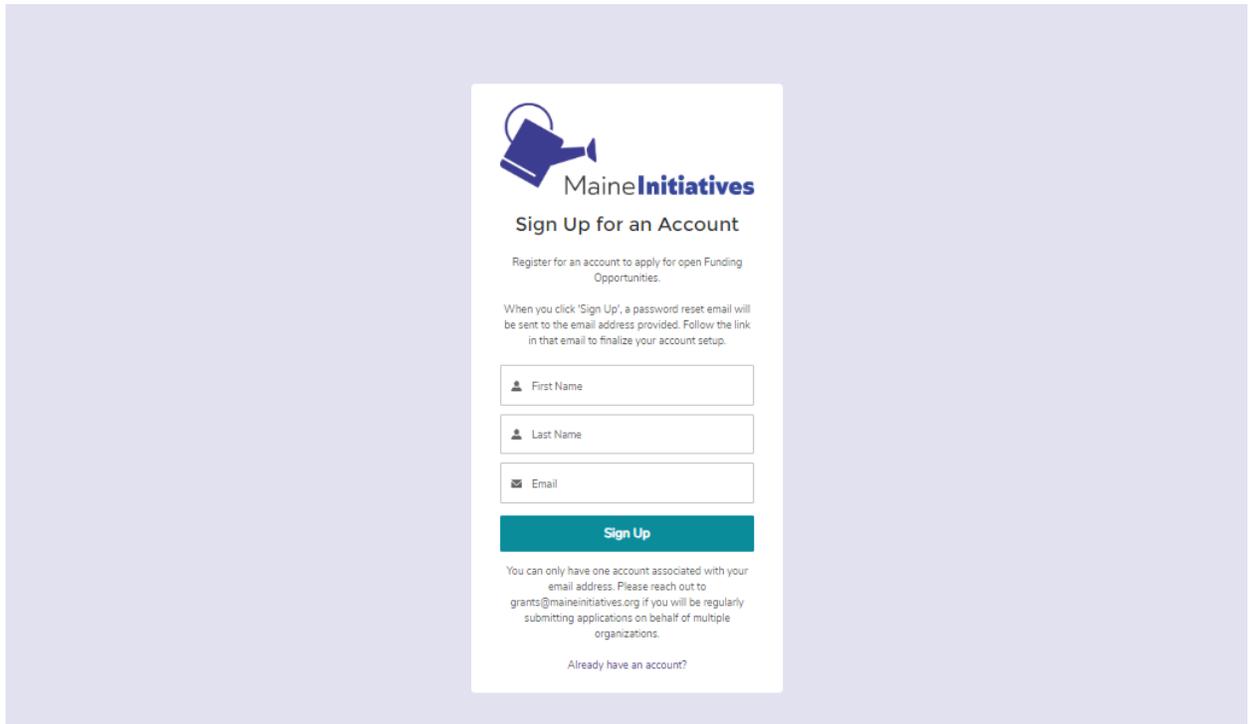
1. REGISTER FOR AN ACCOUNT

1. [From the home page](#), select 'Sign Up' in the upper right corner.



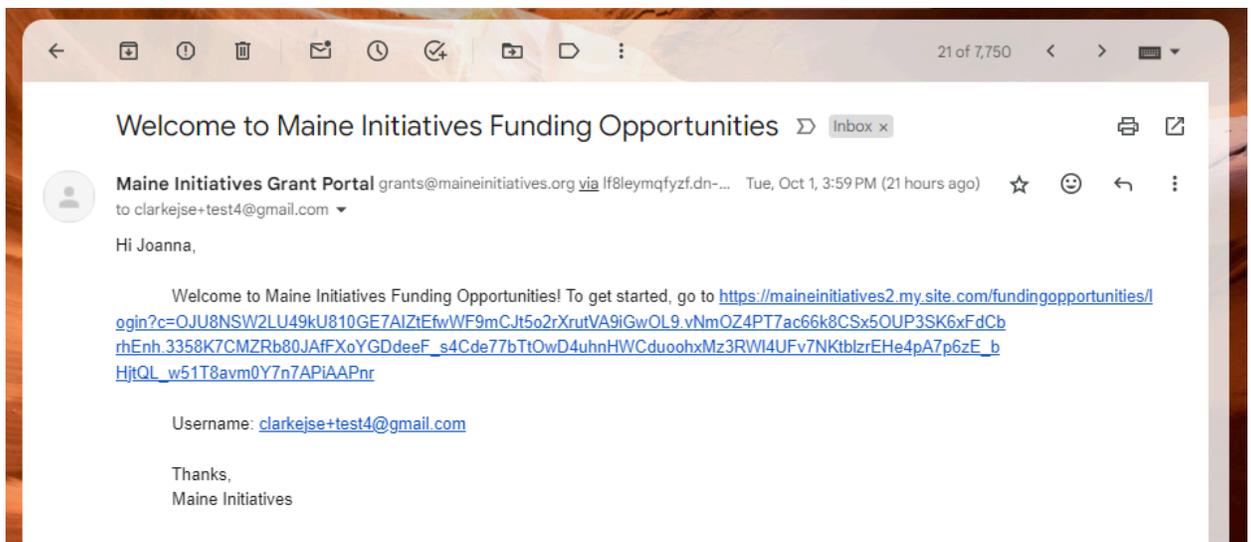
The screenshot shows the homepage of Maine Initiatives. At the top left is the logo and a 'Home' link. At the top right are 'Log in' and 'Sign Up' buttons. The main banner features a group photo of diverse people with the text: 'Maine Initiatives Together, we advance justice. Through participatory grantmaking and community calls to action, we bring people together around their shared commitment to advancing justice in Maine.' Below this is a 'Browse Grants' button. The 'Our Grant Programs' section is divided into three columns: 'Grants for Change', 'Immigrant-Led Organizations Fund', and 'The Giving Project'. Each column contains a brief description and a 'Not currently accepting applications' notice. At the bottom right, there is a 'Preferred Language' dropdown menu set to 'English (US)'. A copyright notice '© Maine Initiatives 2024. All rights reserved.' is at the bottom center.

2. Fill in your first name, last name, and email address.



The screenshot shows a web form titled "Maine Initiatives Sign Up for an Account". The form includes a logo of a blue watering can, the text "Maine Initiatives", and the heading "Sign Up for an Account". Below the heading, it says "Register for an account to apply for open Funding Opportunities." and "When you click 'Sign Up', a password reset email will be sent to the email address provided. Follow the link in that email to finalize your account setup." The form has three input fields: "First Name", "Last Name", and "Email". Below these fields is a teal "Sign Up" button. At the bottom, there is a note: "You can only have one account associated with your email address. Please reach out to grants@maineinitiatives.org if you will be regularly submitting applications on behalf of multiple organizations." and a link "Already have an account?"

3. Upon clicking the 'Sign Up' button, you will receive a password reset email at the email address you entered. Follow the link in that email to set your password.

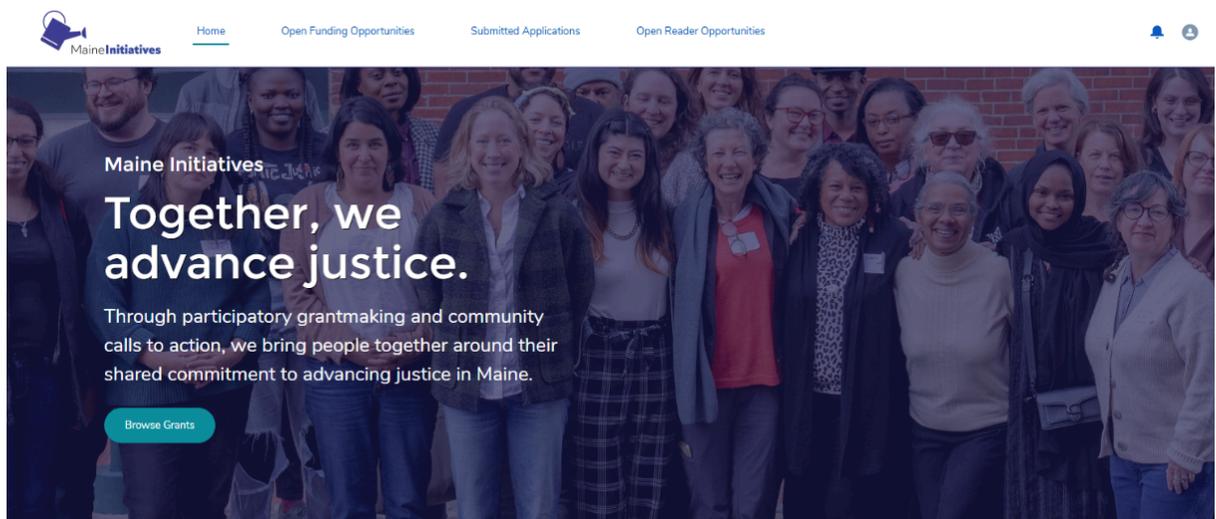


4. Congratulations! You can now login to the application portal at any time!

2. HOW TO APPLY ONLINE

1. Once registered and logged in, your home page will look a little different.
 - a. You will now have an option in the top menu bar to view 'Open Reader Opportunities.'
 - b. You will also have access, via the user icon in the top right corner, to view your information and request updates.

2. From your home page you can click on 'Open Reader Opportunities' button to be taken to a listing of open Reader applications.
 - a. You can click the 'Learn more about the ILO Fund here.' to be taken to the ILO Fund page on the Maine Initiatives website.



rganizing program. It funds and strengthens Black, Indigenous, profit organizations advancing racial justice, and engages and ial justice and equity. The program seeks to organize people and ory (Maine), that intervene on legacies of white supremacy, settler claiming liberatory possibilities for today and future generations.

Immigrant-Led Organizations Fund

The Immigrant-Led Organizations (ILO) Fund supports immigrant flourishing in Maine. We fund and strengthen the ecosystem of nonprofit, community-based organizations led by and serving Maine's immigrants, refugees, asylees, migrant farm workers, and those who are undocumented.

Applications are open until May 9th, 2025 by 11:59pm ET.

[Learn more about the ILO Fund here.](#)

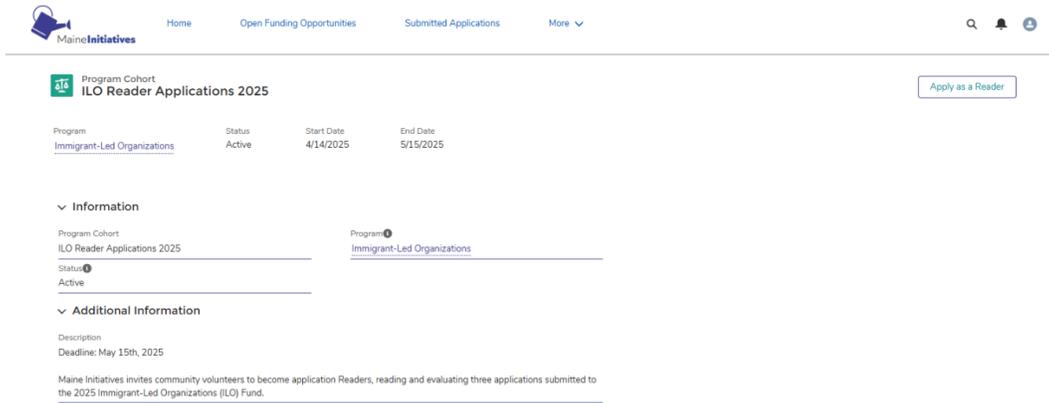
The Giving Project

Maine Initiatives is part of The Giving Project Network, a coalition dedicated to moving money and power to their local grassroots proven model: engaging a cross-class and cross-race regional ct education, relationship building, community connection, and res

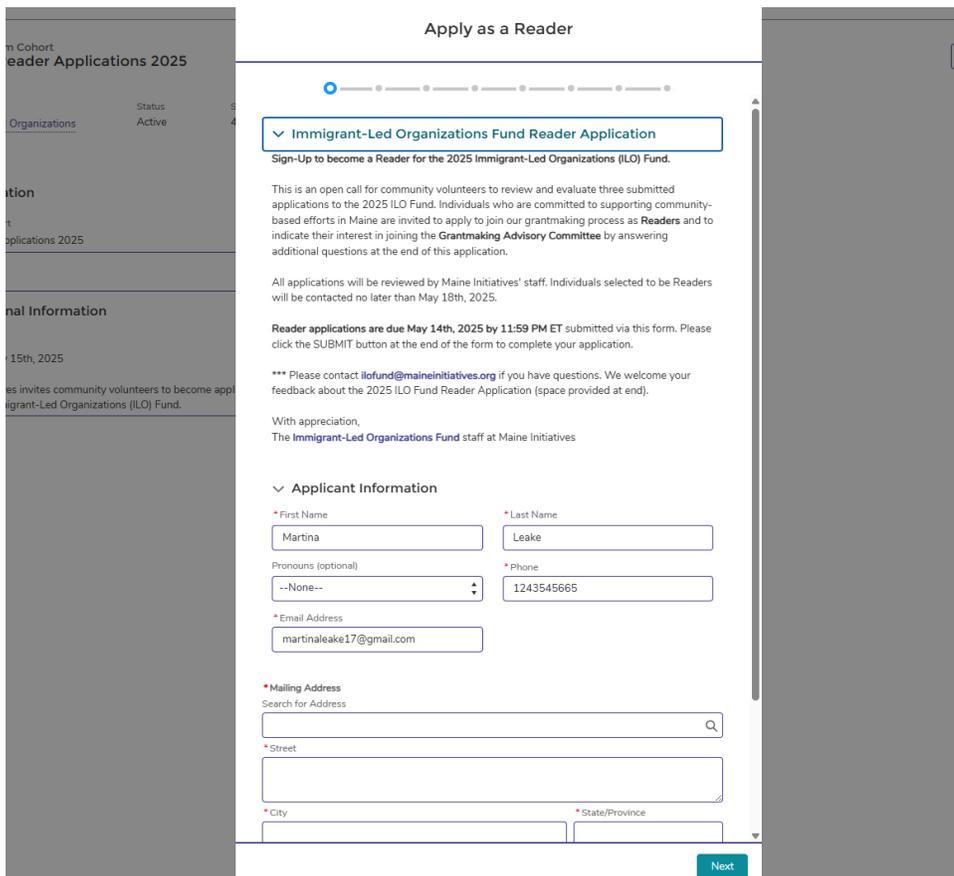
Not currently accepting applications.

[Learn more about the Giving Project at Maine Initiatives here.](#)

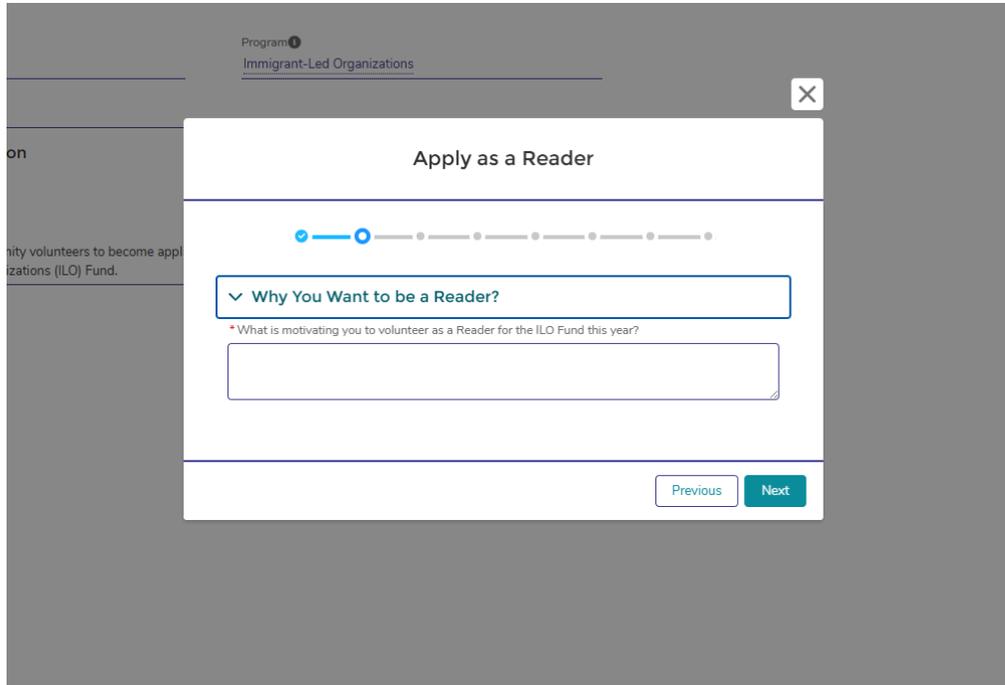
- From the Open Reader Opportunities list, click on 'ILO Reader Applications 2025.' Then click the 'Apply as a Reader' button at the top right corner of the page to start your application.



- Complete the first application page requesting applicant information then select "Next" to continue.



5. The following page of the application will ask for you to share why you are interested in being a Reader for the ILO Fund.

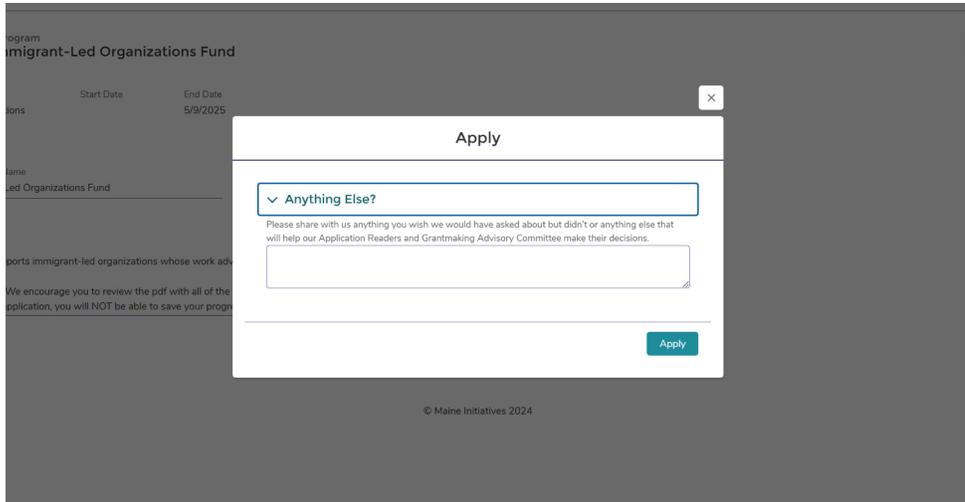


The screenshot shows a web application interface for the 'Immigrant-Led Organizations Fund'. At the top, it says 'Program 1 Immigrant-Led Organizations'. The main heading of the form is 'Apply as a Reader'. Below the heading is a progress indicator with seven dots, the second of which is highlighted in blue. The form has a dropdown menu titled 'Why You Want to be a Reader?' which is currently expanded. Below the dropdown is a text input field with a red asterisk and the question: '*What is motivating you to volunteer as a Reader for the ILO Fund this year?'. At the bottom right of the form are two buttons: 'Previous' and 'Next'.

6. Continue the application, indicating whether you are interested in being considered for the 2025 ILO Fund Grantmaking Advisory Committee and your anonymity preferences. You will also have an opportunity to view other ways you can support our participatory grantmaking process.



- At the end of the application, you will have the opportunity to share any feedback you have for us about this Reader application. When you have completed all sections of the application, select "Apply".



- You will then be taken to a review page where you will be able to see the full submitted application.

| Client | Program | Application Date |
|--|------------------------------|------------------|
| Martina Leake | Immigrant-Led Organizations | 4/14/2025 |
| Information | | |
| Program Engagement Name | Program | |
| Martina Leake 2025-04-14: ILO | Immigrant-Led Organizations | |
| | Program Cohort | |
| | ILO Reader Applications 2025 | |
| Application Details | | |
| Stage | Application Date | |
| Applied | 4/14/2025 | |
| Responses | | |
| Accessibility Requests | | |
| Reader Motivation | | |
| Testing | | |
| Relevant Experience | | |
| Testing | | |
| Grantmaking Advisory Committee Interest? | | |
| No | | |
| Advisory Committee Motivation | | |
| Permissions | | |
| Please do not share any of my responses | | |
| Application Feedback | | |

- Congratulations! You have now successfully submitted your Reader application. You should receive a confirmation email to the email address you used in your submission. Thank you so much for applying to become a volunteer Reader.