Hypha guide for applicant

Step 1: Go to <u>https://apply-2.uafanp.org/</u> on your computer or mobile phone browser, click on "Log in or Sign up."



Step 2: Enter your proton email address and click "Next" to sign up. (You will do the same when you log in your account in the future.)

Log in or signup to UAFA&P
Email address *
Please enter a valid Proton email address if you have not yet registered. A non-existing proton account will not be accepted.
If you do not have a proton email address yet, please <u>create a</u> <u>free account here.</u>
Next
or
Log in with password





Check your inbox to proceed!

We have sent you an email containing a link for logging in or signing up. Please check your email and use the link provided to either login or create your account.

Check your "Spam" folder, if you don't find the email in your inbox.

Try again



Step 3: Check your ProtonEmail inbox for an email "Welcome to Urgent Action Fund Asia and Pacific" and click on the link to create your account within 15 minutes. If the link has expired, please repeat Step 2.



Step 4: Once you're logged in your account, you can click apply to start your application.



Step 5: Fill in the application based on your organization/community's information.

	My Dashboard	A Maki_applicant Log out
Next deadline: June 15, 2024		
Webs of Safety and	Care Grants 2024	
	Copy quest	tions to clipboard
What is the title of your application? * This project name can be changed if a full proposal is requested.		
Applicant Demo		
Name of the person making the request: * You are logged in so this information is fetched from your user account	int.	
Maki_applicant		
Name of the Organisation or Network/Community Affiliation An organisation/network or sponsor is required to be eligible for func	n *	
UAF A&P		
Title/Position *		
Enabling Defenders Associate Facilitator		
you are applying for the \$5000 g	rant, fill in Part III only.	

Please respond to this section if you are applying grant for conducting holistic assessment of safety and care situation for women, transgender and non-binary human rights defenders and activists.

The maximum grant available for conducting assessment is USD 5000

1. Please explain your reason for conducting a safety and care assessment? What prompted this assessment?

2. Please explain who are you doing the assessment with and for? Are they women, transgender and non-binary human rights defenders/ activists? How are they connected with your organisation/ network?

3. What are the kinds of risks and threats you see they are facing and what are their safety and care needs? [For example, what are the physical risks? Digital risks? Legal and political risks? Psycho-social and well-being risks? Social and other environmental risks?]

If you are applying for the \$10000 grant, fill in Part IV only.

IN A	for Destabling Orfer		
IV. Application	for Building Safet	y and Care Struct	ure – THE INITIATIVE

Please respond to this section if you are applying for a grant to implement an initiative towards building safety and care structure for women, transgender and non-binary activists. Please Note: This initiative should be:

- based on assessment of safety and care needs of women and non-binary activists and defenders. The assessment can be in the form of survey, study, focus group, research, learning from previous initiative other that identifies the safety and care needs of activists/ defenders.
- responding to the needs identified in the assessment
- The proposed initiative can be supported for up to USD 10,000 for one year

1. Please explain your proposed initiative.



Step 6: You can save your contents by "Save draft" button at the bottom of the form and come back to edit later.

4. How will you resource it?				
			1	
5. What other support are availab	le for this initiative?			
		•		
			,	
Preview and submit	Save draft	Copy questions to clipboard		
	Grants Web	site Linkedin X Instagram Facebook		How to apply



My Dashboard

Maki_applicant

Log out

Your application is saved as a draft.

Please note that your application is not submitted for review.

You can access your applications from your dashboard. From there, you can complete and submit them.



Grants | Website | Linkedin | X | Instagram | Facebook

How to apply

Step 7: You will receive an email that contains a link to your draft application once you saved it.

Dear Maki_applicant,

Thank you for applying to Urgent Action Fund Asia and Pacific's Webs of Safety and Care Grants.

Please note that it is not submitted for review because it's still in draft. You can access the draft at: https://apply-2.uafanp.org/apply/submissions/2C

BACKGROUND

Webs of Safety and Care (WSC) is a holistic protection structure built and sustained by women and non-binary HRDs/activists/networks before, during and after crisis that provides them: health and wellbeing, legal and political protection, economic viability and sustainable livelihood, and soci and cultural support.

UAF A&P is providing WSC grants to support groups/orgnizations led by women, trans, and non-binary HRDs/activists/networks to:

- Assess Grantees can conduct a holistic assessment of the risk and threats they face as an individual or as part of a collective or movement They can also assess existing systems and practices that can support them in times of crisis. UAF A&P can provide assessment tools that car be adapted as required to analyse activists' needs and help conceptualize strategies.
- Create Grantees can create new systems and care practices that help human rights defenders and their communities prioritise rest and rejuvenation, build resilience, and provide holistic well-being and care. This could mean creating sustainable safe spaces for women, trans an non-binary human rights defenders to seek refuge during crises, but also for rest and respite from their day to day activism whenever needed
- Build Grantees can expand or deepen existing initiatives that cater to the safety and well-being of human rights defenders, their organizations, and networks. This can include skills training for human rights defenders to address risks and threats (such as digital security training), skilled peer psycho-social counselling, or building a network of pro-bono lawyers.
- Connect Grantees can share their learnings, ideas, and experiences within their own community or across movements to promote practices of well-being and collective care for greater resilience. Based on the needs identified, organisations and networks can use this grant for workshops and convenings to create spaces for brave conversations on care and well-being, reflections, and strengthening connections.

If you have any issues accessing the submission system, please email us at wscgrants@uafanp.org.

Step 8: You can see all your applications and their current status by clicking "My Dashboard". Here, you can see details of each application by clicking their application title. You can also click "Edit" to continue editing your saved draft.

	My Dashboard	2 M	aki_applicant Log out
My dashboard An overview of active and past submissions and projects		Submit a new application Apply now for our open rounds	Apply
My submissions			
Applicant demo Drafted on May 24, 2024 by Maki_applicant	Draft	Application Received	Under Application Review Outcome
Applicant Demo Submitted on May 24, 2024 by Maki_applicant	⊘ Draft	Application Received	Under Application Review Outcome
	Dere 1 of 1		

Step 9: If you are using a public device, please remember to click Log out when you are not in front of the device. You will know you are logged out when you no longer see your account name on the top right corner of the page.

	My Dashboard	Aki_applicant Log out
Next deadline: June 15, 2024 Webs of Safety an	d Care Grants 2024	
What is the title of your application? * This project name can be changed if a full proposal is reques	Copy questions to clisted.	ipboard
Name of the person making the request: * You are logged in so this information is fetched from your use Maki applicant	er account.	
Name of the Organisation or Network/Community A An organisation/network or sponsor is required to be eligible	ffiliation * for funding	
Title/Position *		

Step 10: When you have finished your application form and are ready to submit your application, click "Preview and Submit."

			11.		
4. How will you resource it?					
			li.		
5. What other support are availab	le for this initiative?				
			li.		
Preview and submit	Save draft Cor	by questions to clipboard			
	<u>Grants Website Linke</u>	edin X Instagram Facebook		How to apply	

Step 11: You can continue to edit your application if you spotted any issue in the preview by clicking "Edit." Once you are satisfied with your application, click "Submit" to finish your application. An application can no longer be edited after submission.

-		
3. What are other reso	urces you will need for this initiative?	
-		
4. How will you resour	ce it?	
-		
5. What other support	are available for this initiative?	
-		
Submit Edit		
	Conto I Waksim I i jakafin I V Hastarram I Fasakask	How to apply
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Step 12: After submitting your application, you will receive an email notification in your ProtonEmail that confirms the submission.

Your application to Urgent Action Fund Asia and Pacific: WSC2024-19 has been submitted.

From 1 notify-grants@uafanp.org	☆ ⊖ 14:49
To maki+applicant@uafanp.org	~
E Ü Ə 🛇 V …	\$ \$ \$
Dear Maki_applicant,	
Thank you for applying to Urgent Action Fund Asia and Pacific's W	lebs of Safety and Care Grants.
Your application has been successfully submitted and your applicate application review process will take at least 8 to 10 weeks. We will question or at the time of final decision. Updates about your application notifications. Please make sure to check the Proton email you used BACKGROUND	ation ID is WSC2024-19. The reach out to you if we have any cation will be sent to you via email d for the application regularly.
Webs of Safety and Care (WSC) is a holistic protection structure b non-binary HRDs/activists/networks before, during and after crisis wellbeing, legal and political protection, economic viability and sus cultural support.	ouilt and sustained by women and that provides them: health and stainable livelihood, and social and
UAF A&P is providing WSC grants to support groups/orgnizations	led by women, trans, and non-binary

	Application Received		O O Under Review Application Outcome
SUBMISSION DETAILS COMMUNICA	TIONS (0) ACTIVITY FEED		
Add communication		Attachments	
		⊥ Upload	
		Drop your files here	
		li	

Step 14: You will receive an email notification when your application is under review.

Your application to Urgent Action Fund Asia and Pacific: WSC2024-19 is now under review.

From1notify-grants@uafanp.orgTomaki+applicant@uafanp.org	☆ 🗠 16:32 ∽	
E 1 5 5 7	⟨A	
Dear Maki_applicant,		
Your application WSC2024-19 is under review.		
If you have any question about your application, you can submit them here: <u>https</u> <u>apply/submissions/19/#communications</u> . Alternatively, you can email us at wscgra Please include your application ID in your email.	:://apply-2.uafanp.org/ ants@uafanp.org.	
You can always review your application at <u>https://apply-2.uafanp.org/apply/submissions/19/</u>		
For more information about our support options, review process, and selection c website at <u>https://www.uafanp.org</u> .	riteria, please visit our	
In solidarity and co-responsibility,		
The Enabling Defenders Team		
https://www.uafanp.org		

Step 15: You will receive an email notification when we have reached decision regarding your application. You can view details of your determination by clicking "View determination."

	My Dashboard	Log out
WSC2024-19: Applic WSC2024-19 · RequestExt · Webs of Safety and G	cant Demo are Grants - Webs of Safety and Care Grants 2024 - Facilitator: Maki	
		<u>o</u>
		Under Review Approved
SUBMISSION DETAILS COMMUNICATIO	NS (0) ACTIVITY FEED	
Submitted 2 hours ago by Maki_applicant Updat	ed 2 hours ago by Maki_applicant	Actions to take
Submission ID WSC2024-19	Requested Funding \$1,000.00	View determination
Legal Name Maki_applicant	E-mail maki+applicant@uafanp.org	Determinations
Address a, a, a, SA, 2000, AU		Approved 2 minutes ago by Maki
Name of the Organisation or Netwo	rk/Community Affiliation	
UAF A&P		