

How to Submit a Request Inquiry Form via the GOapply Portal

Step 1: Create an Account (If needed)

1. Visit the [GOapply](#) Portal.
2. Click on **Create a New Account**.
3. Follow the prompts to complete the account setup.
 - For detailed guidance, refer to our [Getting Started with AkoyaGO Guide](#).

Step 2: Log In to the Portal

1. Go to the [GOapply](#) Portal.
2. Enter your login credentials (username and password).
3. Click **Log In**.

Step 3: Navigate to the Opportunities Tab

1. Once logged in, locate the **Opportunities** tab at the top of the page on the main navigation menu.
2. Click the **View** button under **My Opportunities**.
3. Click the **Apply** button to access the form
4. You will be prompted to confirm organization information. Please take a moment to review and make any necessary updates.
5. Fill out all required fields in the Request Inquiry Form.

Step 4: Submit Your Form

1. Double-check your entries for any errors or missing information.
2. Click **Submit** to finalize your request.
3. You will receive a confirmation message indicating that your form has been successfully submitted.

Need Assistance?

- For technical issues with the portal, reach out to our Grants Manager, [Any Karina Balza](mailto:Abalza@hfsf.org), at Abalza@hfsf.org.
- For questions about the application process, contact our Director of Programs, [Megan Gamwell](mailto:Mgamwell@hfsf.org), at Mgamwell@hfsf.org.