

# Create an Account for NCA Application

- 1 Navigate to <https://bbgm-apply.yourcausegrants.com/apply/auth/signin>

blackbaud

Applicant Portal

ENTER YOUR ACCOUNT DETAILS BELOW

Email address\*

Remember me

Sign in

Need help signing in? [Create account](#)

Powered by: YourCause

2 Click "Create account"

blackbaud

Applicant Portal

ENTER YOUR ACCOUNT DETAILS BELOW

Email address\*

Remember me

Sign in

Need help signing in? [Create account](#)

Powered by: YourCause

3 Click "Continue with Email"

YourCause<sup>®</sup> from Blackbaud

Sign in or sign up

Continue with SSO

Continue with Google

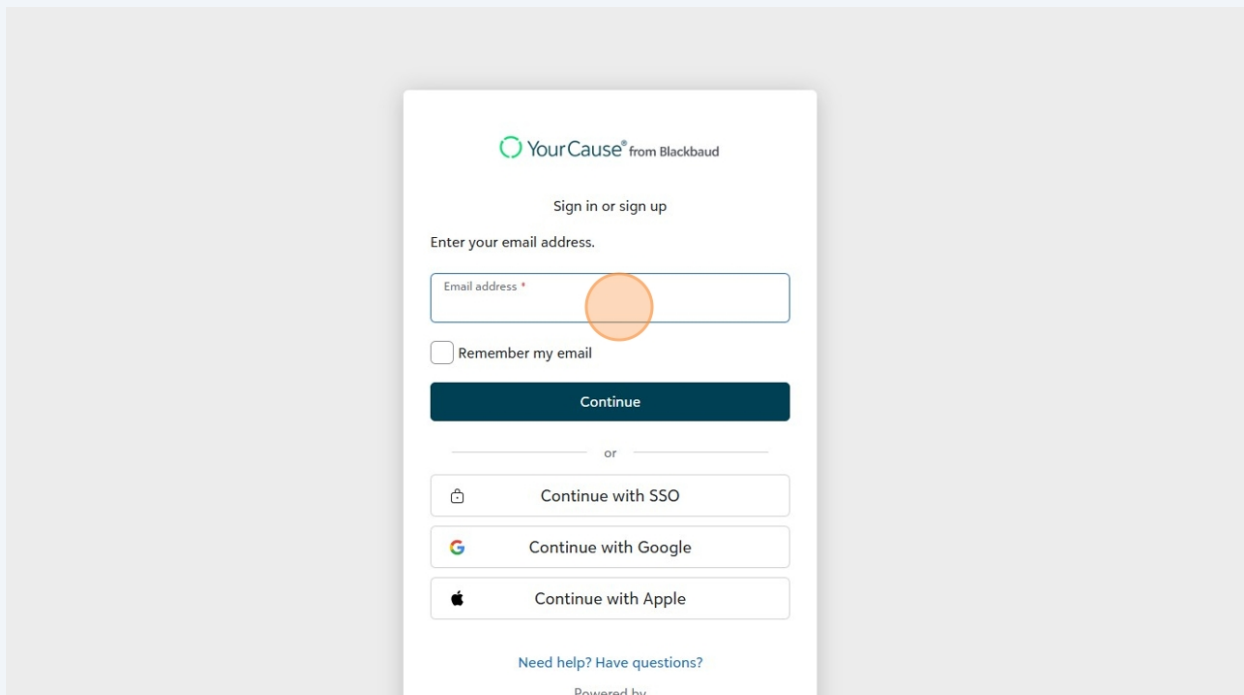
Continue with Apple

Continue with Email

Need help? Have questions?

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blackbaud

## 4 Enter email address



YourCause® from Blackbaud

Sign in or sign up

Enter your email address.

Email address \*

Remember my email

Continue

or

Continue with SSO

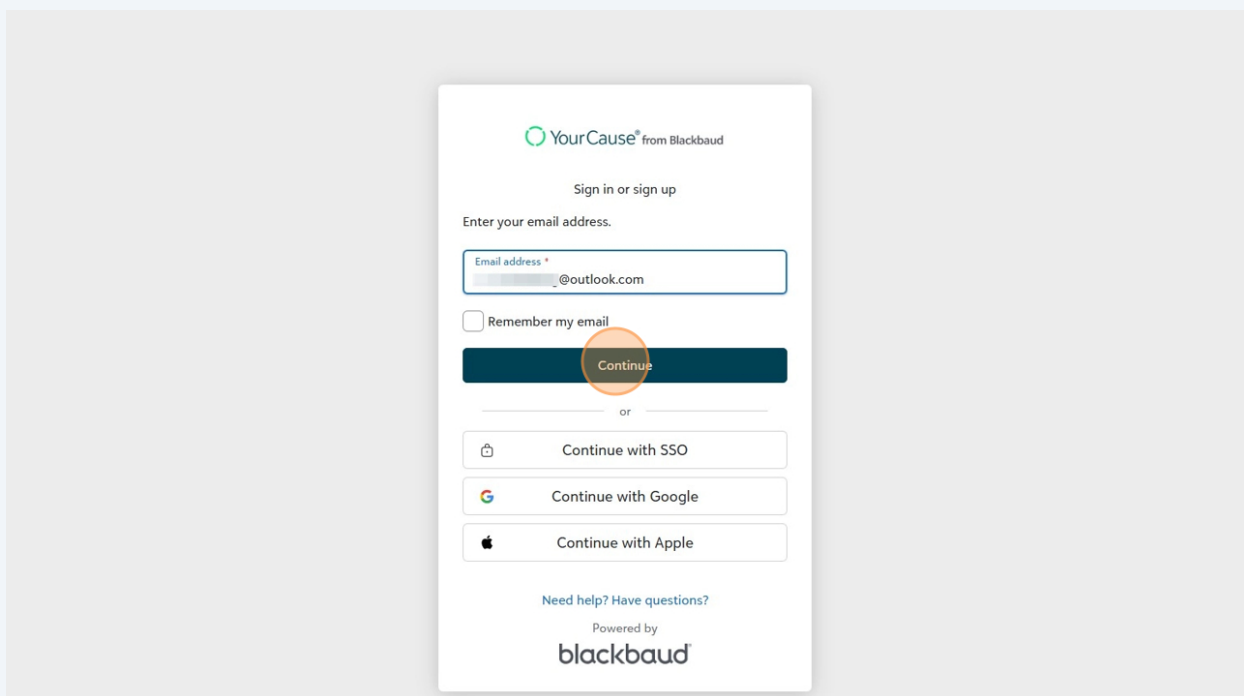
Continue with Google

Continue with Apple

[Need help? Have questions?](#)

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## 5 Click "Continue"



YourCause® from Blackbaud

Sign in or sign up

Enter your email address.

Email address \*

\_\_\_\_@outlook.com

Remember my email

Continue

or

Continue with SSO

Continue with Google

Continue with Apple

[Need help? Have questions?](#)

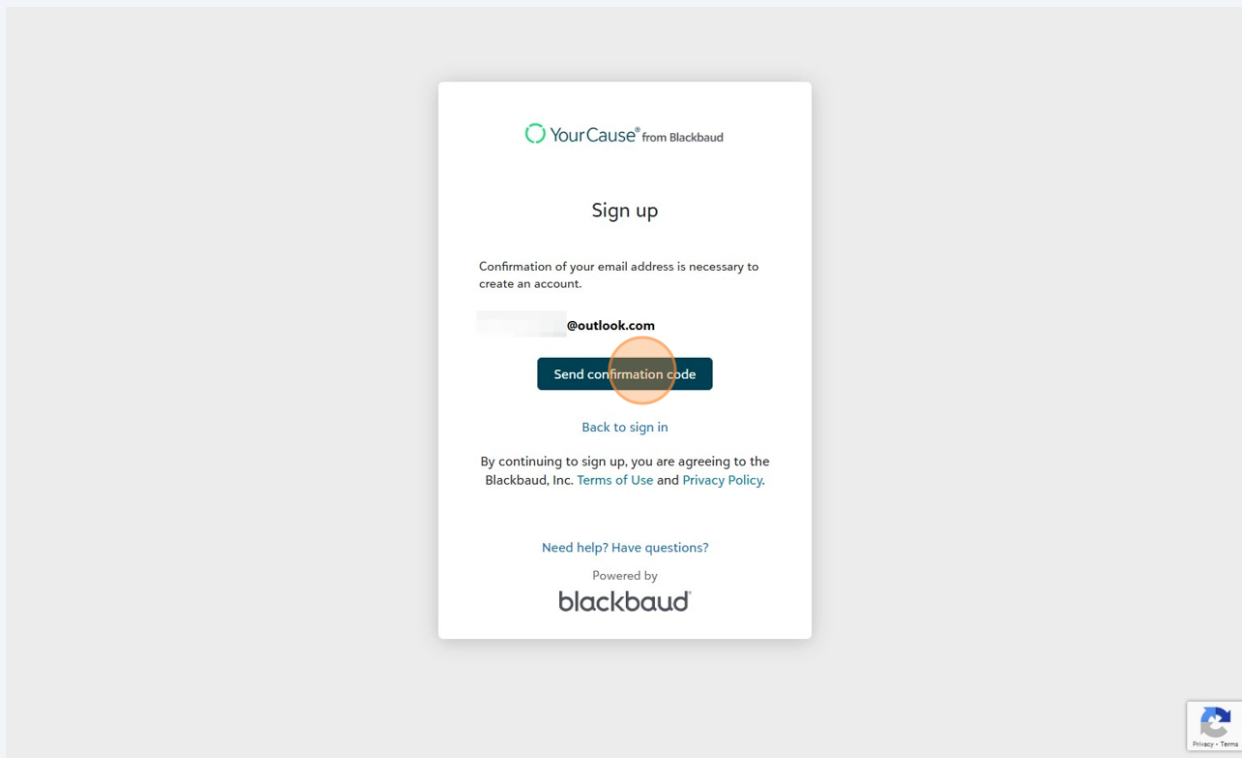
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blackbaud



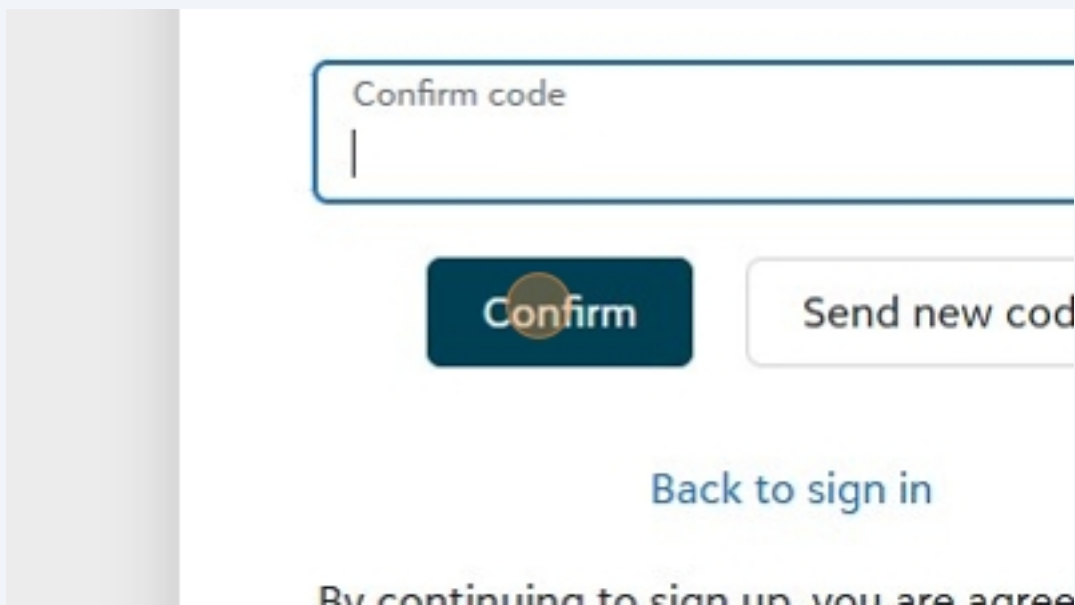
6

Click "Send confirmation code", if this step is included (this step is not always required)



7

If applicable, enter Confirmation Code sent to email address, & Click Confirm



## 8

## Last Steps: Create and Confirm Password/ Enter First & Last Name

### Ease of sign-in with BBID

Applicants can use one central identity to securely sign into Blackbaud Grantmaking and the rest of the Blackbaud product suite

- Access applications across funders with one username and password
- Orgs who already have a BBID can sign in

The image shows a screenshot of the Blackbaud sign-up process. On the left, the 'Sign up' form is displayed with the following fields: 'Email address', 'Password', 'Confirm password', 'First name', and 'Last name'. Red arrows point to the 'Password', 'Confirm password', 'First name', and 'Last name' fields. Below the 'Confirm password' field, there is a note: 'Must contain at least 12 characters and 3 of the following: Capital letter, Lowercase letter, Number, Special character (e.g., %, etc.)'. Below the name fields, there is a checkbox for 'Remember me' and a 'Sign in' button. At the bottom of the 'Sign up' form, there is a 'Sign up' button, a 'or' separator, and two social login options: 'Sign up with Google' and 'Sign up with Apple'. On the right, the 'Applicant Portal' sign-in form is shown, with the heading 'Applicant Portal' and the sub-heading 'ENTER YOUR ACCOUNT DETAILS BELOW'. It has an 'Email address\*' field, a 'Remember me' checkbox, and a 'Sign in' button. Below the sign-in form, there are links for 'Need help signing in?' and 'Create account'.