How to Navigate Your Submittable Account

What is it?
Submittable serves as an online platform designed to gather grant applications, foster communication with applicants, assess content, and oversee the decision-making process.

How do I navigate this page?

Your Profile: This is the section for updating email addresses and contact information. Please ensure that you add the @submittable.com email domain to your safelist. All communications will be originating from the Submittable platform, so it's essential to safelist the email domain, @submittable.com. My Submissions: This is where your application(s) will live.

What are my Submission Details:

The Activity tab will show any activity associated with that submission, such as any status changes or message notifications.

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The Messages tab will contain a record of messages that have been sent between you and the organization. You can also send a message to the organization, if they've enabled Messaging.

The Reviews tab allows organizations to communicate feedback regarding your application and outline any necessary follow-up actions.

The Forms tab will show the content of your original submission, plus any additional forms that have been sent to you in association with your initial submission.

The Notes tab enables submitters to make notes to themselves regarding each submission. Please note: the Notes tab is not a communication tool; nothing that a submitter writes here will be seen by the organization.

The Awards and Payments tab displays all awards you have received from your submission.

Additional Resources:
Submitter Technical Support
How to Safelist Notifications from Submittable
How to manage your submissions.
Where is my Additional Form?
Manage My Request Forms (for applicants)
How to Use Reference Forms as a submitter
Help Article for People Who Received a Reference Form
How you can resend or change Reference Forms
Awards and Payments