

# HELP - Creating a Grant

1. Select "Add New Grant" under "Grants" tab.



Logged in as [Lucie Foundation](#) ▼

**Home** **Grants** Submissions Jury Revenue Select Winner Email

**Add New Grant** Edit Grant

## Create a new Grant

### Grant Cover Photo

Upload Image

DRAG AND DROP FILE HERE  
MAXIMUM 2 MB

### Grant Graphic

Upload Image

DRAG AND DROP FILE HERE  
MAXIMUM 2 MB

2. Upload files to represent the grant you are offering. All file uploads are limited to 2mb.

## Create a new Grant

### Grant Cover Photo

Upload Image

DRAG AND DROP FILE HERE  
MAXIMUM 2 MB

### Grant Graphic

Upload Image

DRAG AND DROP FILE HERE  
MAXIMUM 2 MB

### Grant PDF

Upload PDF

DRAG AND DROP FILE HERE  
MAXIMUM 2 MB

### Company Logo

Upload Logo

DRAG AND DROP FILE HERE  
MAXIMUM 2 MB



← Company Logo  
Grant Graphic →



**CALL OUT FOR THE 3K PROJECT :**  
Citizens from **Iran, Iraq, Lybia, Somalia, Sudan, Syria, the USA and Yemen**  
Participate in a photo competition and a travelling exhibition where  
YOU tell the story of your daily life within a perimeter of 3km  
Submit a series of 10 photos before December 15th 2017 to <http://www.luciefoundation.org/the-3k-project/>



## The 3K Project

Deadline: March 31 2018

Award: Travelling exhibitions including to the Month of Photography of Los Angeles , Press announcement through the Lucie Foundation, \$1000

### 3. Detail your Grant Name, Description, and Criteria.

Grant Name

Grant Description

**Bold** *Italic* Underline [List] [List] [List] [List] [List]

Description of competition

Grant Theme and Criteria

**Bold** *Italic* Underline [List] [List] [List] [List] [List]

Description of competition

4. Detail who retains the Copyright and Usage Rights for the files and documents that the applicants upload
5. Select the Category that your grant falls under

6. Enter the maximum number of files you would like to accept from applicants, and add any specific instructions about the type of files applicants should upload - sizing, file-naming, etc.

**Copyright and Usage Rights**

**Grant Category**

**MAX Limit of Uploads(Images)**

**Image Upload Instructions**

7. List each reward for the Grant you are offering.

8. This is your opportunity to add any additional questions to the grant application form. Simply type your question in the text box.

9. Select the dates that the grant will open and close to submissions.

10. Select the option to either publish your winner announcement date or confirm at a later time.

**Rewards**

[+ Add More Rewards](#)

**Question(s)**

Add up to 20 additional customizable questions to you application.

[+ Add More Questions](#)

**Submission Date**

**Starting Date**

**Closing Date**

**Winners Announcement Date**

Show Calendar OR  Confirm Later

11. Select the option to have a jury if you would like to assign jury members to submit scores in order to determine the winner. Alternatively, select the option to not have a jury if you would like to determine the winner on your own.

12. Determine whether your grant requires an entry fee or is free to enter.

13. Select the levels to which your grant is offered to.

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**Juried**

Yes, this is juried grant. We will have a list of judges who will be voting.

No, this is not a juried grant. We will decide who receives the rewards

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**Is this grant public or private ?**

Public: This grant and the winners will be viewable by all public

Private: Only our clients can enter and see the winners list.

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**Does this grant have a fee or is it free to enter?**

Has entry fee

No entry fee (free to enter) .

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**Levels?**

Professional

Amateur

Student

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Cancel

Submit

14. Click Submit!