

# Stage One: Check your Eligibility and Register for an Account

## 1. Organisation Registration

You are required to register your organisation if it has not been registered before, prior to completing an online application - go to our Apply Now page.

If your organisation is registered, and you are the new contact person please contact us to assist.

If you have applied before on behalf of another organisation, and now need to register a different organisation using the same email address, please contact us for assistance.



Welcome to the Central Lakes Trust Grant Portal

Login Now:

  
  
  
[Reset or create password](#)

In order to be considered for funding we require you to register with us by selecting the button below.

If your organisation is already registered and you would like to assign or change a contact, or discuss any other queries then please contact us for assistance.

03 445 9958 or 0800 00 11 37

*This online system is optimised for the Google Chrome browser.*

FLUXX  
[Privacy Policy](#) [Accessibility](#)

## 2. Complete the Eligibility Quiz

Complete the quiz by identifying if your organisation meets one of our three eligibility criteria.

Learn more about Eligibility [here](#)

← → ↻ <https://centrallakestrust.fluxx.io/lois/new?utf8=✓&commit=Organisation+Registration> ☆



Welcome to the Central Lakes Trust Grant Portal

### Eligibility

Is your organisation one of the following? Registered with Charities Services; A registered public/state learning provider; A regional or territorial authority.



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### 3. Complete the Registration Form

Please complete the online registration form ensuring that your contact information and organisation details are entered correctly.

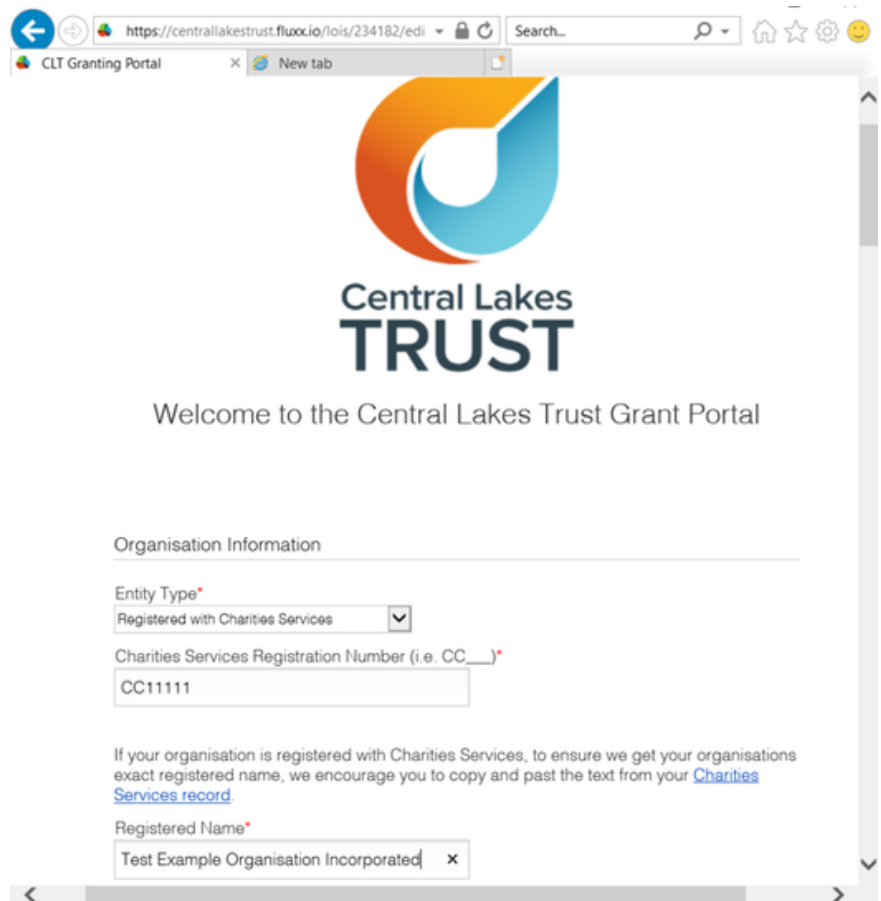
PLEASE NOTE: You are unable to save this form to be completed later, so please ensure you have the required documents you need to hand. Once you have submitted your form you will receive an email acknowledging that we have received it.

### 4. Confirmation of Registration

Once your registration is approved, you will receive an email with a username and a 'Set your password' link for you to select. Once your password has been reset you can access the Grants Portal to login and activate your account. Your username will be in the following format: `firstname_lastname`.

Please allow up to three working days to receive your registration notification from the Trust.

PLEASE NOTE: Your username and password is unique to you and the email address you registered. If you need to update the primary contact person for the organisation please contact us. To change your contact information e.g. phone number or email address, you can edit your details in the Grantee Portal under People.



The screenshot shows a web browser window with the URL <https://centrallakestrust.fluxio.io/lois/234182/edi>. The page features the Central Lakes Trust logo, which consists of a stylized 'C' shape in orange and blue, with the text 'Central Lakes TRUST' below it. The heading reads 'Welcome to the Central Lakes Trust Grant Portal'.

The form is titled 'Organisation Information' and contains the following fields:

- Entity Type\***: A dropdown menu with 'Registered with Charities Services' selected.
- Charities Services Registration Number (i.e. CC...)\***: A text input field containing 'CC11111'.
- Registered Name\***: A text input field containing 'Test Example Organisation Incorporated'.

Below the Charities Services Registration Number field, there is a note: 'If your organisation is registered with Charities Services, to ensure we get your organisations exact registered name, we encourage you to copy and past the text from your [Charities Services record](#).'

## 5. Login to your account

Once you have received your username and password link and activated your account you can login at <https://centrallakestrust.fluxx.io> or via the 'Apply Now' button on the website.

Central Lakes TRUST

Welcome to the Central Lakes Trust Grant Portal

Login Now:

joe\_bloggs

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Sign in

[Reset or create password](#)

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Organisation Registration

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