

Youth Climate Action Fund Microgrant

Applicant Instructions

Thank you for your interest! The following slides provide a step-by-step guide to creating an account, completing a YCAF Microgrant application, and submitting it through Euna Grants.

Application open date: August 17, 2026, at 2:00 p.m.
Application close date: October 2, 2026, at 11:59 p.m.

City of Boise | Youth Climate Action Fund



Step 1: Open the YCAF opportunity page

Log In

Youth Climate Action Fund (YCAF) - Round 3 *TEST*

Print Help Download Save Apply

Opportunity Details Evaluation & Scoring

Opportunity Information

Title	Youth Climate Action Fund (YCAF) - Round 3 *TEST*
Description	*TEST*
Awarding Agency Name	City of Boise
Agency Contact Email	climateaction@cityofboise.org
Departments	Public Works - Climate
Posted Date	8/17/2026
Announcement Type	Initial Announcement
Public Link	https://www.gotomygrants.com/Public/Opportunities/Details/1085f657-e809-4210-bcda-146f1d48b67f
Is Published	Yes

Open the application link (<https://www.gotomygrants.com/Public/Opportunities/Details/1085f657-e809-4210-bcda-146f1d48b67f>) to view the YCAF opportunity in Euna Grants, the City of Boise grant administration platform. Review the opportunity details before continuing.



Step 2: Review the scoring criteria and select Apply



Log In

Youth Climate Action Fund (YCAF) - Round 3 *TEST*

[Print](#) [Help](#) [Download](#) [Save](#) [Apply](#)

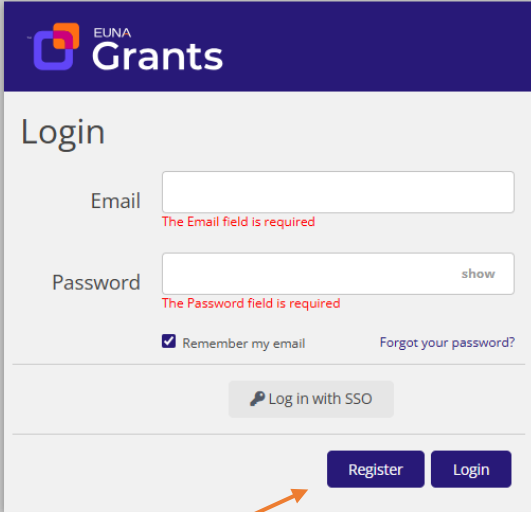
[Opportunity Details](#) [Evaluation & Scoring](#)

Criteria

Criteria	Scoring Details	Maximum Points	Score
Relevance to Climate Action Plan	• 0–5 points: Does not address the city's climate priorities. • 6–10 points: Addresses climate priorities but lacks a clear focus. • 11–20 points: Directly addresses climate priorities with clear focus.	20 points	
Project goals and objectives	• 0–5 points: Does not address the project goals and objectives. • 6–10 points: Addresses the project goals and objectives but lacks a clear focus. • 11–20 points: Directly addresses the project goals and objectives with a clear focus.	20 points	

Select the Evaluation & Scoring tab to review the scoring criteria. When you are ready to begin, select Apply in the upper-right corner.

Step 3: Log in or register for an account



If you already have an Euna Grants applicant account, enter your email address and password and select Login. If this is your first time using the portal, select Register.

Online applications are submitted through Euna, the City's grant management platform. Applicants under 18 must review the online account registration process, including any required terms and conditions, with a legal guardian before proceeding.



Step 4: Create a new applicant account



Create New Account

If you have already registered, please click [here](#) to login. Add no-reply@gotomygrants.com to your email contacts or filters to ensure you receive automated Euna Grants emails.

User Information

Email Address*

Role: Administrator

Password*

Confirm Password*

Contact Information

First Name*

Middle Name

Last Name*

Suffix

Title

Address Line 1

Address Line 2

City

State

Enter the required information marked with an asterisk (*). Your role will display as Administrator, which simply means you are the primary user for your applicant account.



Account registration continued...

City

State/Province

Postal Code

Phone Number

Organization Information

Same as above ☐

Organization Name*

Organization Type*

Email Address*

Website

Address Line 1*

Address Line 2

City*

State/Province*

Postal Code*

Phone Number

Register

Continue entering the required information. Enter your name as the Organization Name and select Other as the Organization Type. Select Register in the lower-right corner when finished.



Step 5: Review the Click-to-Proceed Agreement

CLICK-TO-PROCEED AGREEMENT

THIS CLICK-TO-PROCEED AGREEMENT describes the terms according to which, and conditions subject to which, StreamLink Software Inc., a Delaware corporation, will grant to each User the right to use StreamLink Software cloud-based grant and board management software services (the "Services"). Capitalized terms used in this Click-To-Proceed Agreement are defined in Section 9 and the "you" referred to herein is the User entering into this Agreement with StreamLink Software.

You may not click "[I ACCEPT]" unless you intend to enter into a legally binding and enforceable contract with StreamLink Software. If you do not intend to be so bound, you should click "[I DO NOT ACCEPT]".

In consideration of these premises, and the representations, warranties and covenants set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which you acknowledge by clicking "[I ACCEPT]", you hereby agree with StreamLink Software as to that set forth below.

1 Basic Terms

Upon registering, Euna's Click-to-Proceed agreement will appear. Please review carefully. You must accept the agreement to continue using the Euna Grants portal.

Online applications are submitted through Euna, the City's grant management platform. Applicants under 18 must review the online account registration process, including any required terms and conditions, with a legal guardian before proceeding.



Click-to-Proceed Agreement continued...

such term, (e) with respect to the determination of any period of time, "from" means "from and including" and "to" means "to but excluding" and (f) any reference to a "\$" or "\$\$" in this Agreement shall be construed as a reference to a section of this Agreement.

10.9 Neither this Agreement nor any provision contained herein may be construed as creating or constituting a partnership, joint venture or agency relationship between the Parties. The relationship created hereby is strictly that of licensor and licensee. For the avoidance of doubt, neither Party has the power or authority to, and no Party may, assume or create any obligation or responsibility on behalf of the other.

10.10 This Agreement shall be deemed fully and finally executed as soon as you click "[I ACCEPT]" and any copy hereof, together with evidence of your having done so, shall be deemed an original and all of which together shall constitute a single instrument.

I Accept

I Do Not Accept

Scroll to the bottom of the agreement and select I Accept to continue. Selecting I Do Not Accept will prevent you from proceeding with the online application.



Step 6: Return to the opportunity and select Apply

BOISE CITY OF TREES

Test Test

Youth Climate Action Fund (YCAF) - Round 3 *TEST*

Opportunity Details Evaluation & Scoring

Opportunity Information

Title Youth Climate Action Fund (YCAF) - Round 3 *TEST*

Print Help Download Save Apply

After you accept the agreement, Euna Grants will return you to the Opportunity Details page. Your account name will appear in the upper-right corner, indicating that you are logged in and ready to apply. Select Apply to begin the application. Note: You will have opportunities throughout the process to save your work and return later.



Step 7: Complete project and primary contact information

Youth Climate Action Fund (YCAF) Round 3 *TEST*

Test Test
test Test

Progress Map

Opportunity Details Evaluation & Scoring **Project Information** Application Forms Submit

Help Download Save Save & Continue

Project Information

Application Information

Application Name * Test ✓

How much are you requesting from the funder?

Award Requested * \$0.00

Total Award Budget \$0.00

Primary Contact Information

Name * Test Test

Email Address * test@test.com

Address Line 1 * 1234 Test Ave.

Address Line 2

City * Test City

State/Province * ID

Postal Code * 83702

Phone Number

Save Mark as Complete Save & Continue

Save Mark as In Progress Save & Continue

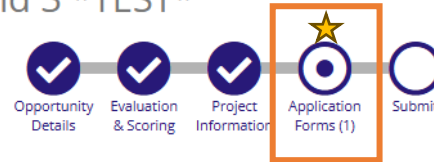
The Project Information page will now populate. Complete all required fields marked with an asterisk (*). Enter the total amount requested (\$1,000 to \$5,000) in the Award Requested field. You will enter this amount again in the next section. The two amounts must match. Select Save & Continue to save your work and move forward. If your entries are final, you can also Mark as Complete. Items marked complete can be changed back to in progress if edits are needed.

Use the progress map at the top of the page to move between Project Information and Application Forms. Both sections must be marked complete before you can submit.



Step 8: Open the application form

Youth Climate Action Fund (YCAF) - Round 3 *TEST*



Forms

[Help](#) [Download](#) [Save & Continue](#)

Name	Status	Print
City of Boise Youth Climate Action Fund (YCAF) - Round 3 Application	New	
⏪ ⏴ 1 ⏵ ⏩ 25 ▼		1 - 1 of 1 items

[Save & Continue](#)

After selecting Save & Continue, the Application Forms page will appear. Select the application form name to open it.



Step 9: Complete the application questions



Test Test

test Test

✓
Opportunity
Details

✓
Evaluation
& Scoring

✓
Project
Information

★
Application
Forms (1)

○
Submit

City of Boise Youth Climate Action Fund (YCAF) - Round 3 Application

1 of 1

Download Save Save & Continue

Application

1. Project Title: *

2. Grant applicant name/group name: *

3. Grant applicant email: *

4. Did you receive a microgrant in Round 2 of the YCAF program?: *
No

5. Do you have a sponsor organization?: *
Yes

6. If you answered no to question 5, do you need assistance connecting with a sponsor organization?: *
N/A - answered yes to #5

7. Youth Project Leads (enter names, ages, and school/organization): *

test test test

8. If you have a sponsor organization, please enter the lead contact person's name (optional):

9. Sponsor organization contact email (optional):

The application form includes 20 questions. Required questions are marked with an asterisk (*). The application cannot be submitted until all required fields are complete. Some narrative questions have character limits which are noted in their respective prompts. Character counts include spaces. Those response fields include a character counter to help you track your progress.



Application continued...

test test justification test test
1127

20. Declaration: By submitting this application, I agree to comply with the terms and conditions of the Youth Climate Action Fund and commit to using the microgrant funds responsibly and transparently to advance our project's objectives. *

☒ Yes
☐ No (this option will disqualify you from selection)

Save ✓ Mark as Complete Save & Continue

Save Mark as In Progress Save & Continue

At the end of the application form, select Save or Save & Continue to save your work. You may return later to continue working on your application or submit it. If you have reviewed your responses and the form is ready for submission, select Mark as Complete. Items marked complete can be changed back to in progress if edits are needed.



Step 10: Return to a saved application

 Test Test
test Test

Applications Account Information Users FAQ

Applications

Application Name	Application ID	Submission Status	Funder Name	Title	Opportunity Status	Submission Open Da...	Submission Close Da...	Award Floor	Award Ceiling
Test Test Test 	103545	Unsubmitted	City of Boise	Youth Climate Action Fund (YCAF) - Round 3 *TEST*	Open	8/6/2026 12:00 AM (MDT)	10/2/2026 11:59 PM (MDT)	\$1,000.00	\$5,000.00

To return to a saved application, log in to the Euna Grants applicant portal at <https://www.gotomygrants.com/account/login>. Then select the application name to continue. You may also delete an unsubmitted application from this page by selecting the trash can icon. Deleted applications will not be reviewed, scored, or awarded.



Step 11: Review and submit the application

Test Test · test Test

Youth Climate Action Fund (YCAF) - Round 3 *TEST*

✓

✓

✓

✓

★

Opportunity DetailsEvaluation & ScoringProject InformationApplication FormsSubmit

You are about to submit your application, **test**, to **City of Boise**.

Take the time to review your application by using the timeline above. You can select any section and jump to that page.

When the application is fully complete, please select the "Submit" button. This will submit your final application to the funder.

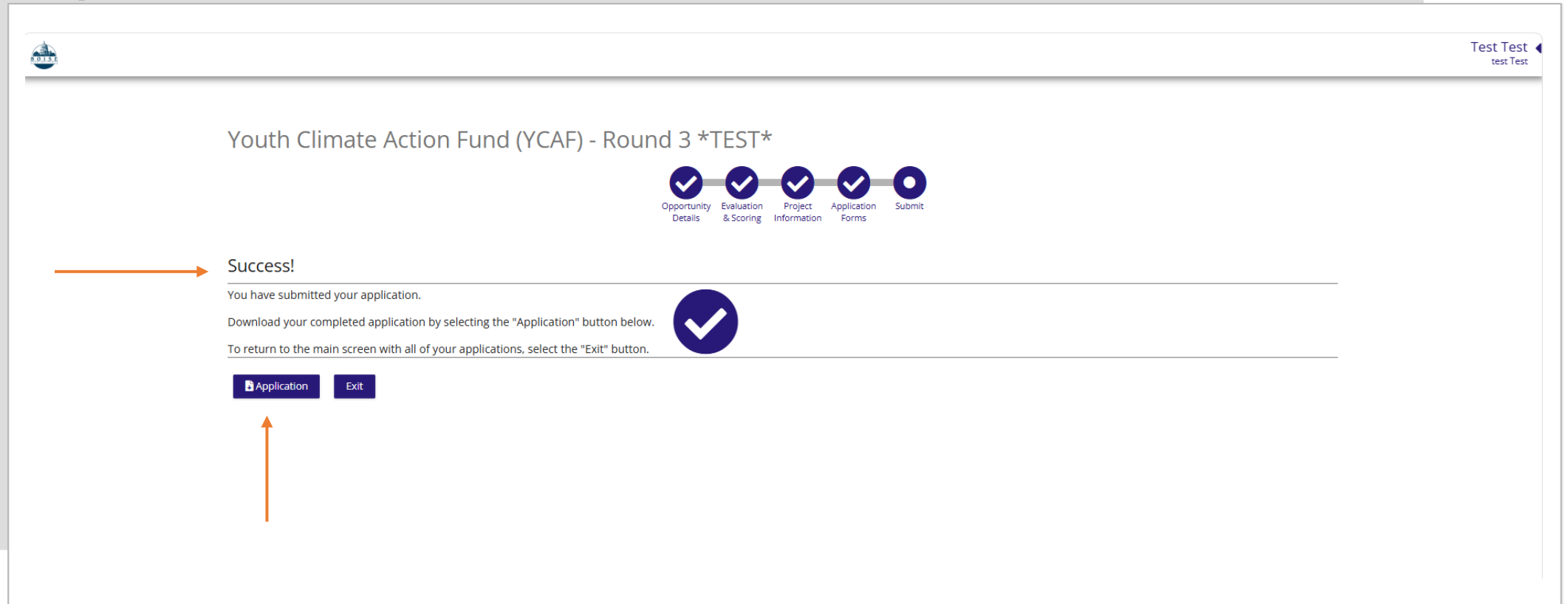
Review

Submit

When you are ready to submit, confirm that both Project Information and Application Forms show checkmarks in the progress map. Review your application again if desired, then select Submit. Once submitted, the application cannot be modified.

Applications must be submitted by October 2, 2026 at 11:59 p.m. Mountain Time.

Step 12: Confirm successful submission



The screenshot shows a web application interface for the Youth Climate Action Fund (YCAF) - Round 3 *TEST*. At the top left is the Boise City of Trees logo, and at the top right is a "Test Test" button. The main heading is "Youth Climate Action Fund (YCAF) - Round 3 *TEST*". Below this is a progress bar with five steps: "Opportunity Details", "Evaluation & Scoring", "Project Information", "Application Forms", and "Submit". The first four steps are marked with checkmarks, and the "Submit" step is also marked with a checkmark. A large orange arrow points to the "Success!" message. The message states: "Success! You have submitted your application. Download your completed application by selecting the 'Application' button below. To return to the main screen with all of your applications, select the 'Exit' button." Below the message is a large blue checkmark icon. At the bottom, there are two buttons: "Application" and "Exit". An orange arrow points to the "Application" button.

Test Test
test Test

Youth Climate Action Fund (YCAF) - Round 3 *TEST*

Opportunity Details Evaluation & Scoring Project Information Application Forms Submit

Success!

You have submitted your application.

Download your completed application by selecting the "Application" button below.

To return to the main screen with all of your applications, select the "Exit" button.

Application Exit

A "Success!" message confirms that your application was submitted. Select Application to download a copy of the completed application, or select Exit to return to the applicant portal.

Step 13: View the submitted application in the applicant portal

Test Test
test Test

ApplicationsAccount InformationUsersFAQ

Applications

Application Name	Application ID	Submission Status	Funder Name	Title	Opportunity Status	Submission Open Da...	Submission Close Da...	Award Floor	Award Ceiling
test	103509	Submitted	City of Boise	Youth Climate Action Fund (YCAF) - Round 3 *TEST*	Open	8/6/2026 12:00 AM (MDT)	10/2/2026 11:59 PM (MDT)	\$1,000.00	\$5,000.00

In the applicant portal, the Applications page lists your submitted application and its status. If desired, select the application name to view the submission details.



Step 14: Review or withdraw the submitted application



Test Test
test Test

Youth Climate Action Fund (YCAF) - Round 3 *TEST*

○

✓

✓

✓

✓

Opportunity
Details

Evaluation
& Scoring

Project
Information

Application
Forms

Submit

Opportunity Details ✓

PrintHelpDownloadWithdraw

Opportunity Information

Title

Youth Climate Action Fund (YCAF) - Round 3 *TEST*

Description

TEST

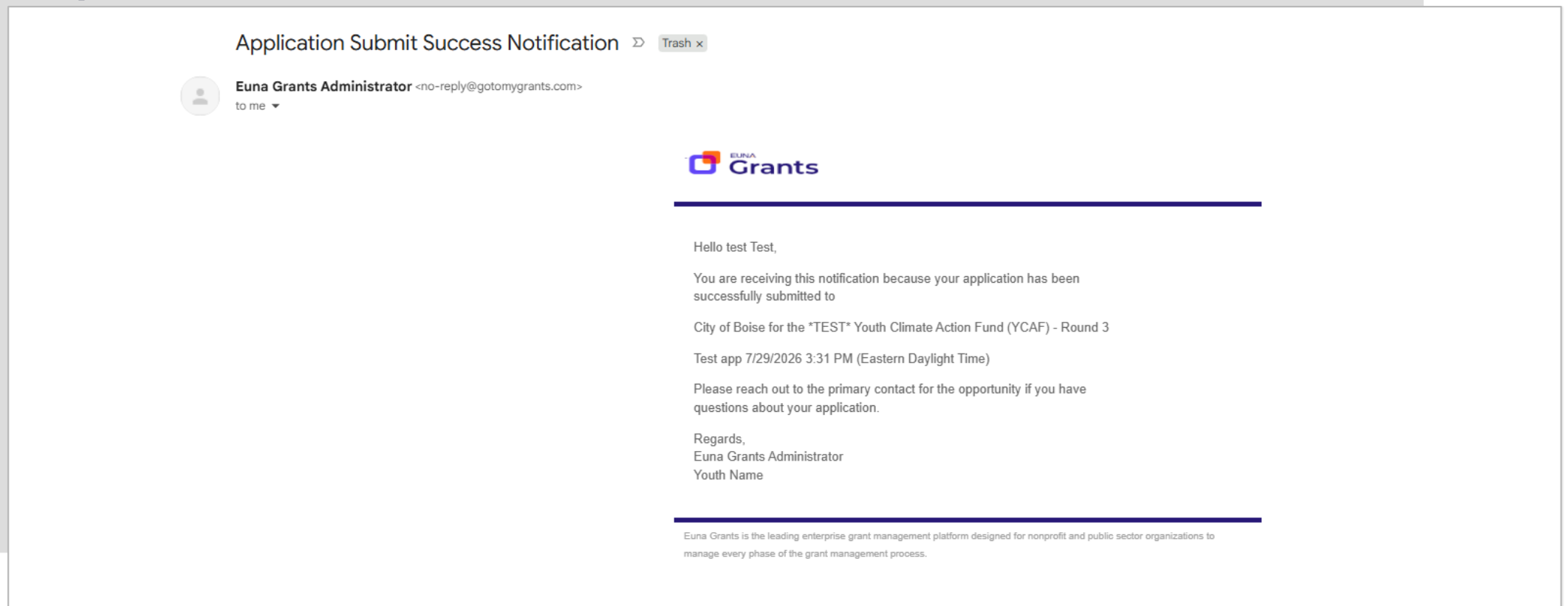
Awarding Agency Name

City of Boise

You may review or download your submitted application from this page. Select Withdraw only if you want to remove the submitted application from consideration. A withdrawn application will not be reviewed, scored, or awarded.



Step 15: Check for the submission confirmation email



A confirmation email will be sent to the primary contact after submission. Please check your spam or junk folder if you do not see it in your inbox.

Congratulations on your submission, and thank you for participating!

