



c/o Pembroke Philanthropy Advisors

**Applicants without a Blackbaud ID**, click on **Create Account** link where you will be prompted to create a Blackbaud ID.

**Applicants with Blackbaud ID's**, enter your email address and password.

A screenshot of the Blackbaud Applicant Portal login page. On the left is a blue square with the "blackbaud" logo. To the right, the text "Applicant Portal" is followed by "ENTER YOUR ACCOUNT DETAILS BELOW". There is an "email address\*" input field with a red error message "This input is required" below it. Below the input field is a "Remember me" checkbox. To the right of the checkbox is a "Sign in" button. Below the "Sign in" button is a "Need help signing in?" link. To the right of the "Sign in" button is a "Create account" link, which is circled in blue. The page has a light gray background and a white border.

You will then see the YourCause from Blackbaud screen prompting you to sign in.

A screenshot of the Blackbaud "Continue with email" screen. The screen has a white background with a gray border. At the top is the "blackbaud" logo. Below it is the text "Continue with email". There is an "Email address\*" input field containing "shone@pembrokephilanthropy.net". Below the input field is a "Remember my email" checkbox, which is checked. Below the checkbox is a blue "Continue" button. Below the "Continue" button is the text "or". Below "or" are three buttons: "Continue with SSO" (with a person icon), "Continue with Google" (with the Google logo), and "Continue with Apple" (with the Apple logo). At the bottom is a link that says "Need help? Have questions?".

You will be prompted to enter your credentials which will generate a confirmation code to your email address.

GrantsConnect Custom Branding

https://app.blackbaud.com/signin/?sessionClear=true&redirectUrl=https%3A%2F%2Fbbgm-apply.yourcausegrants.com%2Fapply%2Fauth%2Fbbid-signin%3Femail%3Dp-KOuG7duXXUWUn4piSH2g%26ackd%3Dycgc%26needToLink...

Your Cause<sup>®</sup> from Blackbaud

### Sign up

Confirmation of your email address is necessary to create an account.

\*\*\*@gmail.com

[Send confirmation code](#)

[Back to sign in](#)

By continuing to sign up, you are agreeing to the Blackbaud, Inc. [Terms of Use](#) and [Privacy Policy](#).

[Need help?](#) [Have questions?](#)

Powered by  
blackbaud

Confirm your credentials by entering the confirmation code retrieved from your email inbox. This code may wind up in your Spam folder, so please also check there.

GrantsConnect Custom Branding

https://app.blackbaud.com/signin/?sessionClear=true&redirectUrl=https%3A%2F%2Fbbgm-apply.yourcausegrants.com%2Fapply%2Fauth%2Fbbid-signin%3Femail%3Dp-KOuG7duXXUWUn4piSH2g%26ackd%3Dycgc%26needToLink...

Your Cause<sup>®</sup> from Blackbaud

### Sign up

Confirmation of your email address is necessary to create an account.  
Confirmation code has been sent to your inbox.  
Copy it ~~below~~ confirm box below.

\*\*\*@gmail.com

[Confirm](#) [Send new code](#)

[Back to sign in](#)

By continuing to sign up, you are agreeing to the Blackbaud, Inc. [Terms of Use](#) and [Privacy Policy](#).

[Need help?](#) [Have questions?](#)

Powered by  
blackbaud

Create a new password and SAVE it.

The screenshot shows a web browser window with the URL <https://app.blackbaud.com/vignin/sessionClear=true&redirectUrl=https%3A%2F%2Fbbgm-apply.yourcausegrants.com%2Fauth%2Fbbid-signon%3Femail%3Dp-KDuG7duXXUWUn4p4SH2g%26src%3Dyogr%26needToLink...>. The page is titled "YourCause® from Blackbaud" and features a "Sign up" heading. Below the heading, a message states: "Confirmation of your email address is necessary to create an account. This email address is verified. You can now continue." The form includes a "Password" field, a "Confirm password" field, and fields for "First name" and "Last name". A "Sign up" button is located below the form, and a "Back to sign in" link is positioned below the button. The page also displays a "View this page" link and a "Privacy Policy" link in the bottom right corner.

Sign up

Confirmation of your email address is necessary to create an account. This email address is verified. You can now continue.

View this page

Password

Must be 12 or more characters.

Must contain at least 3 of the following:

- Lowercase letter
- Capital letter
- Number
- Special character ( ! , # , % , etc.)

Confirm password

First name

Last name

Sign up

[Back to sign in](#)

Privacy Policy

If you have an **existing Blackbaud ID** or **successfully created your Blackbaud ID** from the instructions above, you will land on this page:

The screenshot shows a web page for 'THE Allen Hilles FUND'. The header includes the logo and the text 'Allen Hilles Fund Grant Program' and 'Program is accepting applications'. The main content area contains the following text:

Grants from the Hilles Fund support both proven approaches and also new approaches and can include direct services as well as systems change activities. We seek to support organizations for whom our modest grants of between \$4,000 and \$10,000 will have an impact.

The Hilles Fund makes grants to organizations that provide children, youth, and women with pathways to economic independence. Examples of strategies we fund are those that:

1. Facilitate the development of children and youth (Ages 3-24 years) through:  
  
High quality learning opportunities both in and out of school time  
High quality early education, school readiness support, and literacy programs  
Youth leadership development
2. Social services for women in the areas of health care access, education, legal assistance, housing, employment, workforce development, and financial services.

In addition to direct service programs, the Hilles Fund supports advocacy efforts consistent with its priority areas (children, youth women)

At the bottom of the page, there is a navigation bar with two buttons: 'View all my applications' and 'Start new application' (which is highlighted in blue).

Please review and select **Start new application**.

An eligibility quiz is required for every new grant cycle. If this is your first time accessing the current grant cycle application, you will need to answer Yes or No to the two eligibility questions as seen in the screenshot below.

The screenshot shows a web browser window with the URL "What's New Blackbaud" and "Applicant and Grant...". The Blackbaud logo is in the top left, and "Applications" is in the top center. The user's name "Sue Hone" is in the top right. The main heading is "The Allen Hilles Fund Fall 2025 Cycle Eligibility Quiz". Below this is the "Applicant Information" section, which includes a logo for "THE ALLEN HILLES FUND" and a profile card for "Sue Hone" with email "shone@pembrokephilanthropy.net". The "ELIGIBILITY FORM QUESTIONS" section follows, with instructions to "Complete the required fields below. Program is accepting applications". The "Preliminary Questions" section contains two dropdown menus. The first question is "Does your organization and its programs serve low-income populations in the city of Philadelphia or Northeast Kingdom of Vermont (Essex County, Orleans County and/or Caledonia County)?". The second question is "Does your organization support the following program areas: Advocacy, Arts/Music Education, College Access/Persistence Education, Early Childhood Education, Enrichment Supplemental Education, Literacy Education, Out of School Time Education, Social Services (Women), and/or Youth Development?".

If successful, you will be prompted to **select Continue to application**:

The screenshot shows a confirmation screen with a blue header that says "Eligibility Passed". Below the header, the text reads "Congratulations! You have passed eligibility and can now proceed with your application." At the bottom, there are two buttons: "Cancel" and "Continue to application".

If you are unsuccessful, you will receive the instructions below.

## Qualifications Not Met

Unfortunately, you have not met the eligibility qualifications.

---

[Cancel](#)

[Start over](#)

[Go to my applications](#)

Once your access has been verified, you may sign in to the form and will land on the start page. Please read the Helpful Tips before proceeding.

**We are encouraging our applicants to manage their organizational contacts.** You may add additional individuals from your organization who are familiar with the grant request. You will be able to share responsibility to complete and submit the application.

The Allen Hilles Fund Fall 2025 Cycle

Applicant Information

Update organization

SH Sue Hone  
shone@pembrokephilanthropy.net

Manage applicants (1)

Instructions

Your form has already been submitted. You can review your responses here.

Application Forms

- The Allen Hilles Fund Fall 2025 Cycle Eligibility Quiz
- Submitted on Aug 5, 2025
- The Allen Hilles Fund Fall 2025 Cycle
- Draft on Aug 5, 2025

FORM QUESTIONS

Complete the required fields below. Program is accepting applications

Before You Begin Grant Report on Last Grant ... Organization Information Contact Information Request Information Application Narrative Inform... Attachments

Before You Begin - PLEASE READ as recent changes have been made

FALL 2025 CYCLE DEADLINE IS 5 PM EST MONDAY SEPTEMBER 15, 2025.

- Please review the **recently updated** Grant Guidelines located here: <https://www.hillesfund.org/apply.htm>
- Previous grant recipients must submit a report on the use of their grant award funds before applying for a new application. Fall 2025 grant award reports are due September 15, 2025.** Report requirements are uploaded to your grant award account created with your Fall 2024 application and can be accessed via the **GRANT REPORTING** tab on the Allen Hilles Fund website or on the next tab of this application.
- Please bookmark YourCause - Grants Portal to access and return to your applications and requirement forms.
- Add [mail@grantapplication.com](mailto:mail@grantapplication.com) and [noreply@yourcause.com](mailto:noreply@yourcause.com) to your address book or safe senders list to ensure you receive all system communications regarding the status of your application including grant award and declination notices.
- If you have **any questions**, reach out to Sue Hone, Grants Manager, at [shone@pembrokephilanthropy.net](mailto:shone@pembrokephilanthropy.net).

Download

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blackbaud Applications

Sue Hone

Manage Applicants

Add Applicant

Add additional applicants to this application and select what permissions they have.

Search by applicant email

Clear Add

Close

APPLICANT

Sue Hone  
shone@pembrokephilanthropy.net

PERMISSIONS

- Owner of application
- Edit - Can add/edit and delete applicants
- Receives application update emails

THE Allen Hilles FUND

Instructions

Your form has already been submitted. You can review your responses here.

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- Please bookmark YourCause - Grants Portal to access and return to your applications and requirement forms.
- Add [mail@grantapplication.com](mailto:mail@grantapplication.com) and [noreply@yourcause.com](mailto:noreply@yourcause.com) to your address book or safe senders list to ensure you receive all system communications regarding the status of your application including grant award and declination notices.
- If you have **any questions**, reach out to Sue Hone, Grants Manager, at [shone@pembrokephilanthropy.net](mailto:shone@pembrokephilanthropy.net).

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After managing your contacts, select **Next** to begin the new application. This application is structured in the same format as previous Allen Hilles Fund applications with tabs (Organization, Contact, Request, Narrative and Additional documentation Upload).

The Allen Hilles Fund Fall 2025 Cycle

Applicant Information Manage applicants (1)

Update organization

Sue Hone  
shone@pembrokephilanthropy.net

Application Forms

- The Allen Hilles Fund Fall 2025 Cycle Eligibility Quiz
- Submitted on Aug 5, 2025
- The Allen Hilles Fund Fall 2025 Cycle
- Draft on Aug 5, 2025

FORM QUESTIONS

Complete the required fields below.  
Program is accepting applications

Before You Begin | Grant Report on Last Grant ... | Organization Information | Contact Information | Request Information | Application Narrative Infor... | Attachments

Before You Begin - PLEASE READ as recent changes have been made

FALL 2025 CYCLE DEADLINE IS 5 PM EST MONDAY SEPTEMBER 15, 2025.

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- Please bookmark YourCause - Grants Portal to access and return to your applications and requirement forms.
- Add [mail@grantapplication.com](mailto:mail@grantapplication.com) and [noreply@yourcause.com](mailto:noreply@yourcause.com) to your address book or safe senders list to ensure you receive all system communications regarding the status of your application including grant award and declination notices.
- If you have **any questions**, reach out to Sue Hone, Grants Manager, at [shone@pembrokephilanthropy.net](mailto:shone@pembrokephilanthropy.net).

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Next Submit

**NEW** – A new **grant report** tab was added to the application to be able to submit grant reports on previously awarded grant awards. You may submit your report via that tab or you may access your report requirement in your account and upload it there.

If you are **unsure whether a grant report is due**, login to [Your Cause - Grants Portal](#) where you can check.

Allen Hilles Fund Grant Program

Sue Hone on behalf of [redacted]

in progress

The Allen Hilles Fund Fall 2025 Cycle Eligibility Quiz Submitted on Jul 28, 2025

The Allen Hilles Fund Fall 2025 Cycle Submitted on Jul 28, 2025

ALLEN HILLES FUND FINAL GRANT REPORT Not submitted

Application ID: [redacted]

Created on Jul 28, 2025

Manage

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**Organization Address Note:** If your organization has a suite number or additional information that cannot be located using the Mailing Address search, please use **Can't Find your address?**

The screenshot shows a web browser window with the URL <https://bbgm-apply.yourcausegrants.com/apply/application/1817269/forms/19436>. The page is titled 'YourCause - Grants Portal'. The 'General Information' section contains the following fields:

- Legal Name: [Field]
- Organization Name: [Field]
- Fiscal Sponsor (if Applicable): [Field]
- Mailing Address - Street Name or PO Box info ONLY. Enter City, State and zip code in the following boxes. Please double check for accuracy. These fields are used to mail award check and letter.\*  
290 King of Prussia Road Building 2, Suite 306, Radnor, PA, 19087, US
- Can't find your address? (highlighted with a blue circle)
- Phone\*: [Field]
- Web Address: [Field]

A 'Saved' button is located at the bottom left. The footer indicates '©2023 YourCause - GrantsConnect (2.126.2) (vmapd) Terms of Service | Privacy Policy'.

The following box will appear and allow you to add that information.

The screenshot shows the same web browser window as above. A modal box is open, titled 'Mailing Address - Street Name or PO Box info ONLY. Enter City, State and zip code in the following boxes. Please double check for accuracy. These fields are used to mail award check and letter.\*'. The modal contains the following fields:

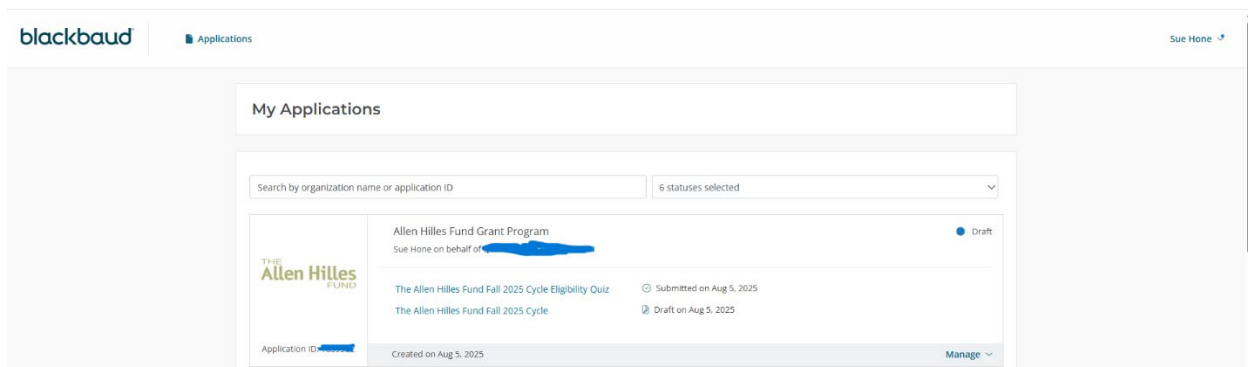
- Address line 1\*: 290 King of Prussia Road
- Address line 2: Building 2, Suite 306
- Country\*: United States
- City\*: Radnor
- State, province or region\*: Select state, province, or region
- Postal code\*: 19087

Buttons for 'Cancel' and 'Save' are at the bottom of the modal. The background form is dimmed, showing the 'General Information' section. The footer indicates '©2023 YourCause - GrantsConnect (2.126.2) (vmapd) Terms of Service | Privacy Policy'.

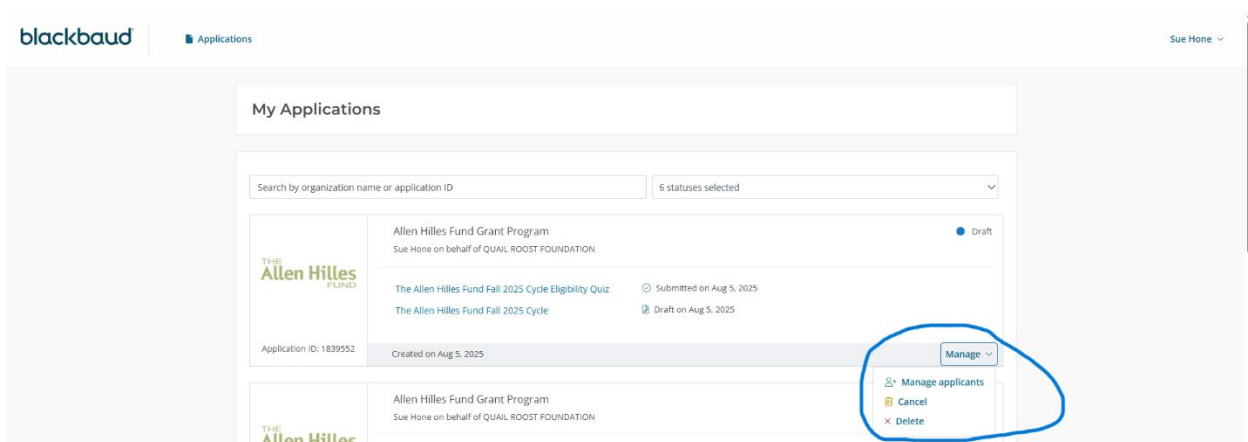
**Contact tab** – Click the **+Add new** link on the upper right to add contacts. If the Head of the Organization is the same as the Primary Contact for the request, check the box just below the Head of Organization contact form. The request record will disappear, allowing the same person to be added to the request record, without having to fill out the form again. Click **SAVE** when done.

**Application Narrative and Attachments:** The accepted file types are shown in each box. To remove a file, click the **red X** on the right. As you add files, each file name will show under the upload box.

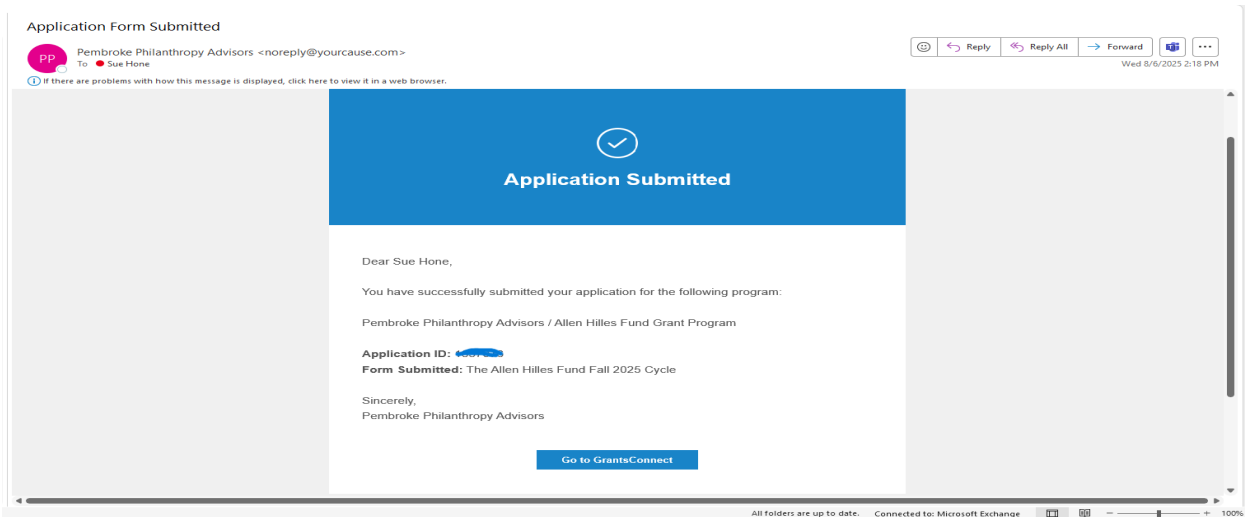
**When the application is complete, click SUBMIT.** You will then be taken to your applications page to see the submitted form as well as the unique APPLICATION ID which has been blurred out in the below example.



Please note that if you select the **Manage** link on the bottom left, you can manage your organizational contacts there in addition to being able to do so at the beginning of the application.



If your application has been successfully submitted, you will receive a **confirmation email** from Pembroke Philanthropy Advisors ([noreply@yourcause.com](mailto:noreply@yourcause.com)) showing your Application ID (blurred out in example below) and the application form name.



Within 24 – 72 hours, you will also receive an email from Pembroke Philanthropy Advisors for the Allen Hilles Fund ([mail@grantapplication.com](mailto:mail@grantapplication.com)) that your application has been reviewed for completeness and will be submitted for consideration.

