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*AmpliFund*



# CRF Rural Broadband Award Reporting

**Nebraska DED**

**September 24, 2020**

# Agenda

- Welcome and Introductions
- Overview of Actions to Complete
- Navigation
- In-Product Demonstration
- Question and Answer
- Support

# Overview of Actions to Complete in AmpliFund

## Enter AmpliFund

Log in to AmpliFund to begin process

## Add Users

Create and Invite other Users from your organization

## View & Edit Award

Review Award details and add Grant Manager

## Add Achievements

Record your project's progress against the Performance Plan

## Add Expenses

Enter project Expenses against the planned Budget

## Monthly Reports

Submit reports for Expenses and Performance Achievements

## Reimbursement Requests

Submit Reimbursement Requests at 60% and 100% Completion

# Navigation Elements

The screenshot displays the AmpliFund user interface. The top navigation bar is green and contains the AmpliFund logo on the left, the user name 'Rich Paul' with a dropdown arrow (2), and an icon toolbar (3) with icons for account, messages, and home. Below the header is a calendar for April 2020. The left navigation menu (1) is highlighted with a red box and contains the following items: Activity, Contacts, Grant Management, Reports, Documents, and Administration. The calendar shows dates from 29 to 4, with a yellow highlight on Wednesday, April 1st. The bottom of the calendar shows dates from 3 to 9.

1. **Left Navigation** – shows on every page
2. **User Navigation** – dropdown includes options for account information, change password, message center, support, terms and conditions, applicant portal, and logout
3. **Icon Toolbar** – displays icons to perform functions available on the current page, icons vary based on page

# In-Product Review

<https://ne.amplifund.com>

# Post Implementation Support

## Submit a support ticket:

[support@amplifund.zendesk.com](mailto:support@amplifund.zendesk.com)

## Visit the support portal:

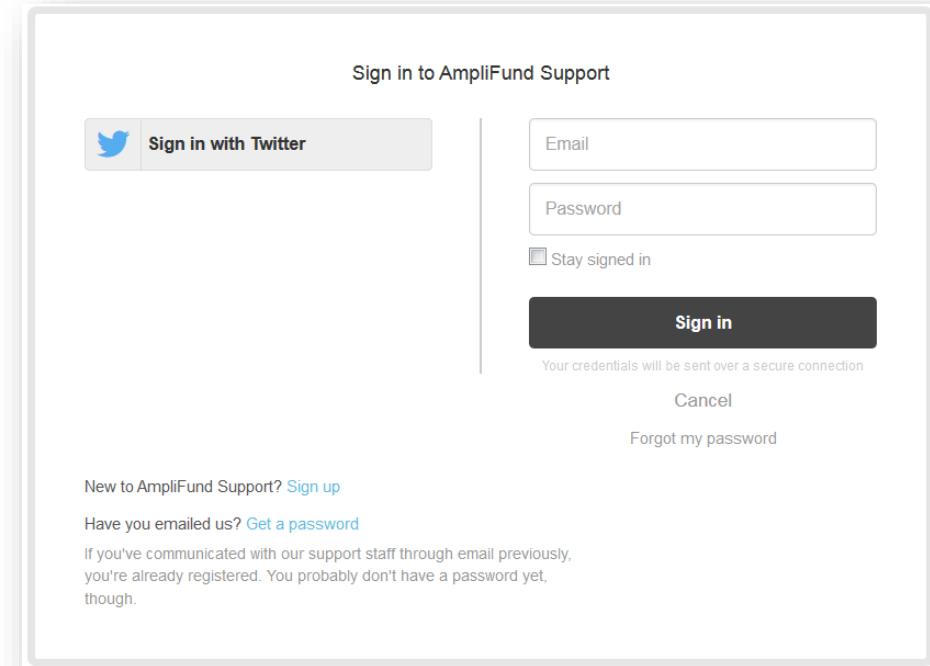
<https://amplifund.zendesk.com>

## Supported Browsers:


- Google Chrome (current supported releases)
- Mozilla Firefox (current supported releases)
- Microsoft Edge (current supported releases)
- Microsoft IE 11 +
- Apple Safari 10+

# AmpliFund Support Site

1. Go to <https://amplifund.zendesk.com>
2. Click the **Sign up** link
3. Enter your **full name**
4. Enter your **email address**
5. Complete the **I'm not a robot** check
6. Click the **Sign up** button
7. A welcome email from [support@zendesk.com](mailto:support@zendesk.com) will be sent to you via email
8. Click the link to set your password



Sign in to AmpliFund Support

 Sign in with Twitter

Email

Password

Stay signed in

**Sign in**

Your credentials will be sent over a secure connection

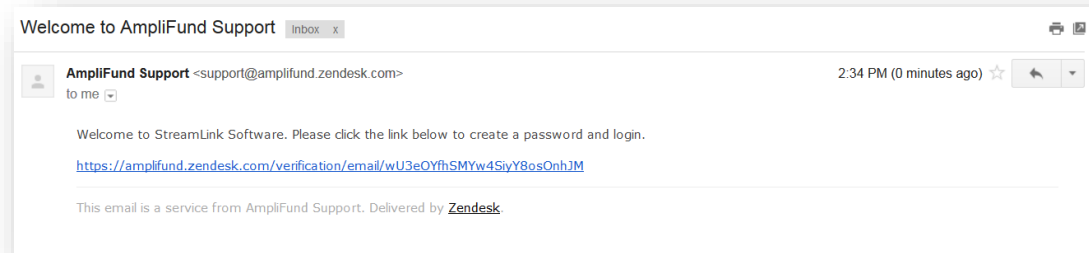
Cancel

[Forgot my password](#)

New to AmpliFund Support? [Sign up](#)

Have you emailed us? [Get a password](#)

If you've communicated with our support staff through email previously, you're already registered. You probably don't have a password yet, though.



# AmpliFund Support Site

**AmpliFund**

Have a question about AmpliFund? Search our support site.

**Release Notes**  
Weekly announcement of enhancements, updates, and fixes in AmpliFund

**User Guides**  
AmpliFund User Guides and Quickstart Guides for download

**Instructions**  
Step-by-step instructions on using AmpliFund's features

**Upcoming Training and Videos**  
Live training events and videos on how to use AmpliFund

**Import Templates**  
Excel templates for importing data into AmpliFund

**FAQs**  
Frequently Asked Questions about using AmpliFund

**Submit a Ticket**  
Still need help? Submit a request to our help desk.



# Reference Materials & URLs

## Reference Materials

- Recipient User Guide

## Helpful URLs

- <https://ne.amplifund.com>
- [amplifund.zendesk.com](https://amplifund.zendesk.com)
- <http://opportunity.nebraska.gov/amplifund/>