

## ALDI SMART KIDS GRANT FUNDING GUIDE

1. Head to the website [www.aldismartkids.com](http://www.aldismartkids.com). Our application process works best in Chrome or Firefox browsers.
2. From here, you'll want to review the eligibility requirements, guidelines, and FAQs prior to applying for details regarding our approval timeline and to ensure that your organization qualifies for grant funding.
3. Once you have reviewed the eligibility and FAQ sections, proceed to the application by selecting the "APPLY FOR ALDI SMART KIDS SUPPORT" button.

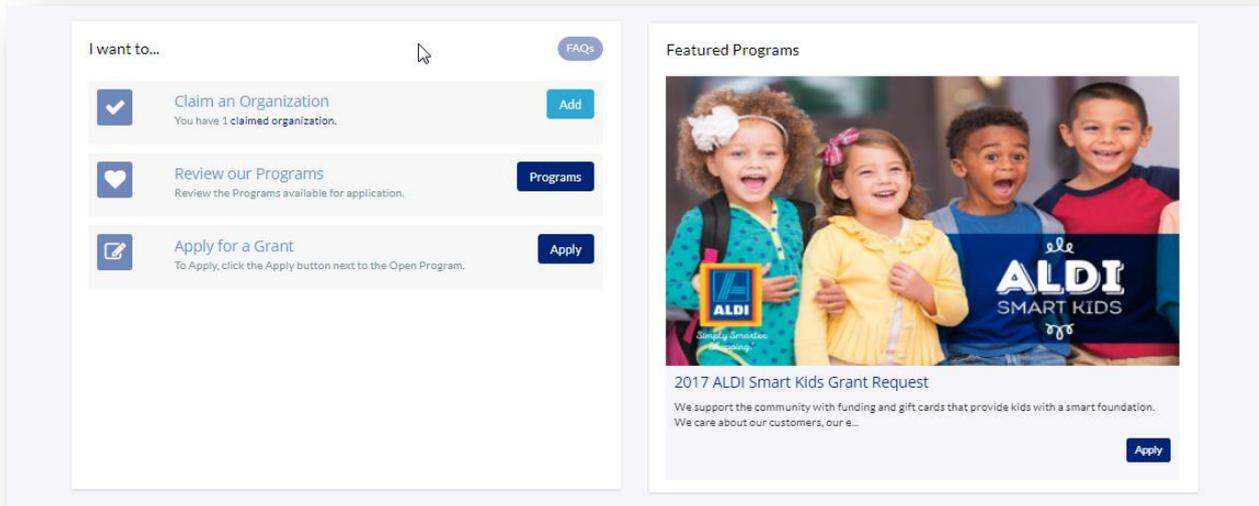


4. This will redirect you to our grant program, which is hosted on the Good Done Great platform. Good Done Great is the 3<sup>rd</sup> party organization that hosts our grant interface and ensures all organizations that apply for support meet our guidelines. This page will prompt you to create an account- fill in the required fields highlighted in red.

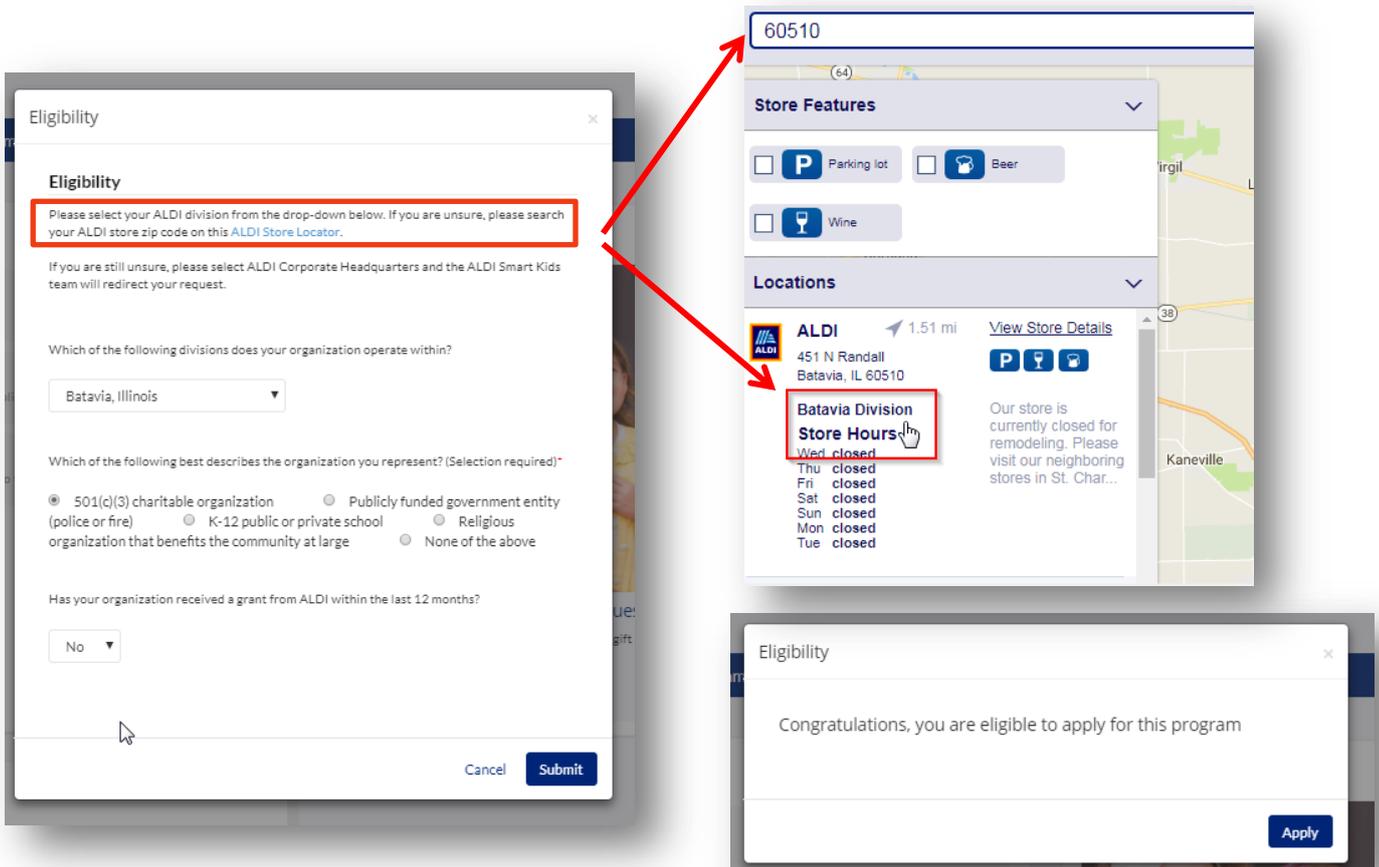
The screenshot shows the "Organization" page on the Good Done Great platform. The page has a header with the ALDI logo and navigation links for "Welcome", "Programs", and "FAQs". The main heading is "Organization" with a sub-heading "Create your account, claim your Organization, view programs, and manage requests. Get started today!". There are two main sections: "Sign In" and "Create an Account". The "Sign In" section has fields for "Enter email address" and "Enter password (Password must be at least 6 characters)", with a "Remember my user name" checkbox and a "SIGN IN" button. The "Create an Account" section has fields for "First Name", "Last Name", "Enter email address", "Enter password (Password must be at least 6 characters. Include a capital letter, a number, and a special character)", and "Re-type your password", with a "Create an Account" button. The background of the page features a landscape image of mountains.

## ALDI SMART KIDS GRANT FUNDING GUIDE

- Once your account is created, the system will ask that you verify your account by sending the email address provided a confirmation email. If you do not receive an email, please ensure it hasn't been re-routed to junk folders and email [giving@aldi.us](mailto:giving@aldi.us) for assistance.
- After verifying your account, login to the platform with your username and password. The following page will feature the ALDI Smart Kids Grant Request program- select "apply" to proceed.



- A popup will appear to verify your eligibility. First, determine which ALDI division your store is located within by using the [ALDI Store Locator](#) link and searching your zip code or city. The division will be shown under the store in your search results. Next, select the type of organization and answer the funding question and hit "submit." You should see a confirmation popup - hit "apply."



## ALDI SMART KIDS GRANT FUNDING GUIDE

- From here, the application will ask for you to claim your organization. You can search for your organization's name, location, or EIN number. If your organization does not populate in the search, you may need to have it added to the database. This can be done by emailing [help@gooddonegreat.com](mailto:help@gooddonegreat.com) and asking for your organization to be added to the Good Done Great database for the ALDI Smart Kids program. Please include your EIN number, W9, and other supporting documents to expedite the process. It should take the help team about a day to complete.

2017 ALDI Smart Kids Grant Request > Apply

Organization Request Summary Cancel Request

### My Organizations

You do not have any organizations selected.

Click on SELECT to choose your organization, or search for a new one. Then click SAVE AND CONTINUE.

REHABILITATION INSTITUTE OF CHICAGO  
Chicago, IL Select

Please select the organization that you are applying on behalf of

To claim your organization, search by name, location, or EIN. Search

Save as Draft Next Page

- Once you have claimed your organization, work through the request tab at the top of the application to complete the rest of the necessary information. Anything left highlighted in red font is missing required pieces of information for submission.

2017 ALDI Smart Kids Grant Request > Apply

Organization Request Summary Share with a Collaborator Cancel Request

REQUEST PROGRAM/EVENT ORGANIZATION ATTACHMENTS

- After completing all fields, the final "summary" tab will show a blue submit button. After reviewing, click to submit your application.

2017 ALDI Smart Kids Grant Request > Apply

Organization Request Summary Share with a Collaborator Submit Cancel Request

You will no longer be able to edit this request after submitting.

- Your request will be reviewed by the division associated with your organization and a decision should be rendered within 2-4 weeks, with any awarded funds disbursed in 4-6 weeks. Please contact [giving@aldi.us](mailto:giving@aldi.us) with any questions.