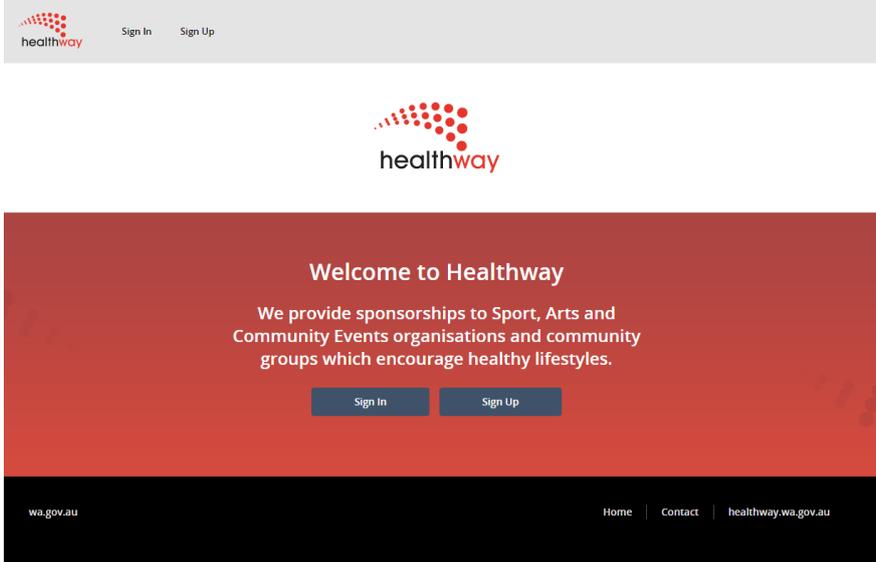# Saving unfinished Healthway applications

Step one: Log into the Healthway grants portal here. Select '**Sign In**'.

Step two: Enter your user email and password.

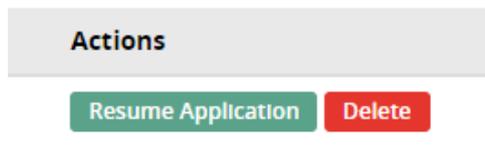You will be presented with a list of your current unfinished applications.

Step three: If you wish to save a copy of an application that is still in draft status select the 'Resume Application' button.

You will now be in the draft application.

Step four: Scroll to the bottom of the application page. Select the '**Print**' button.

Step five: On the destination selection of the print page select '**Save as PDF**' from the dropdown, then select '**Save**'.