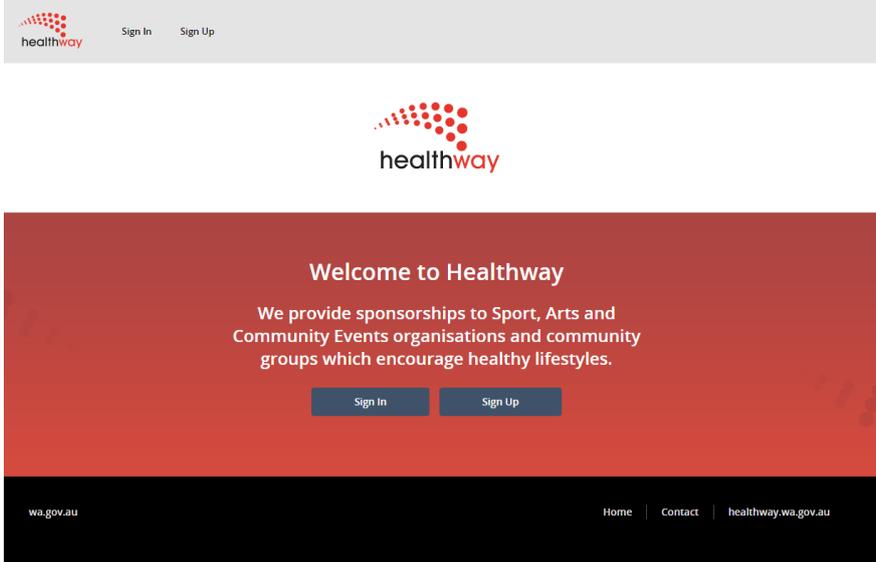




Saving unfinished Healthway applications

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.

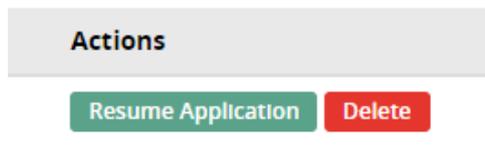
Partnership Applications

Create a new application

Title	Organisation	Status	Type	Updated At	Actions
Community Event	Test	Location Details	Sponsorship	17/04/23 at 16:12	Resume Application Delete
Arts 2023		Contact People	Sponsorship	17/04/23 at 16:11	Resume Application Delete

Displaying all 2 sponsorship 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'.

