Family Hope Foundation Application Portal Instructions

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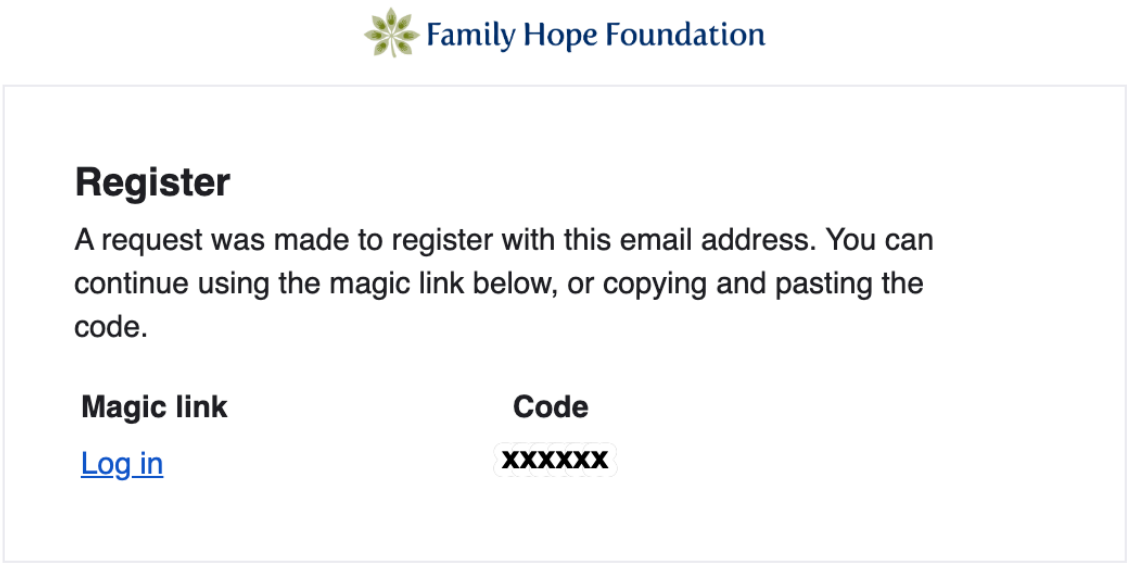
Creating an Account

To get started:

1. Visit https://thefamilyhopefoundation.stackerhq.com/fhfapplicantportal/register
2. Enter the email address where you would like to receive communications about your scholarship applications and click “Continue with Email”.
3. Check your email for a message with your sign-in code and enter it on the registration screen (or click the Magic Link included in the email to be taken directly into the portal). No password to remember!

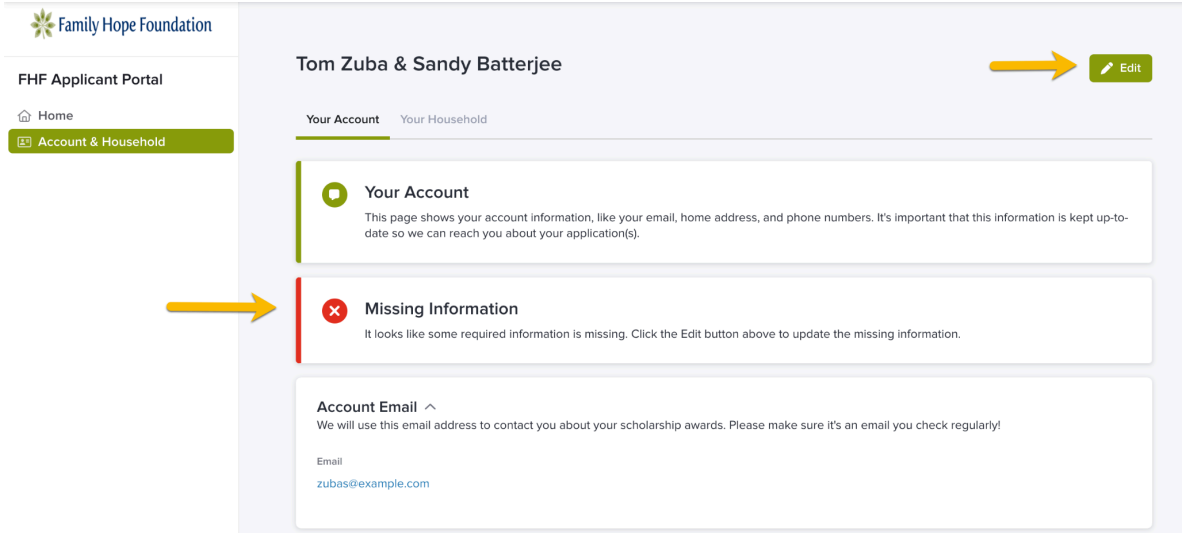


Updating Your Account and Household Information

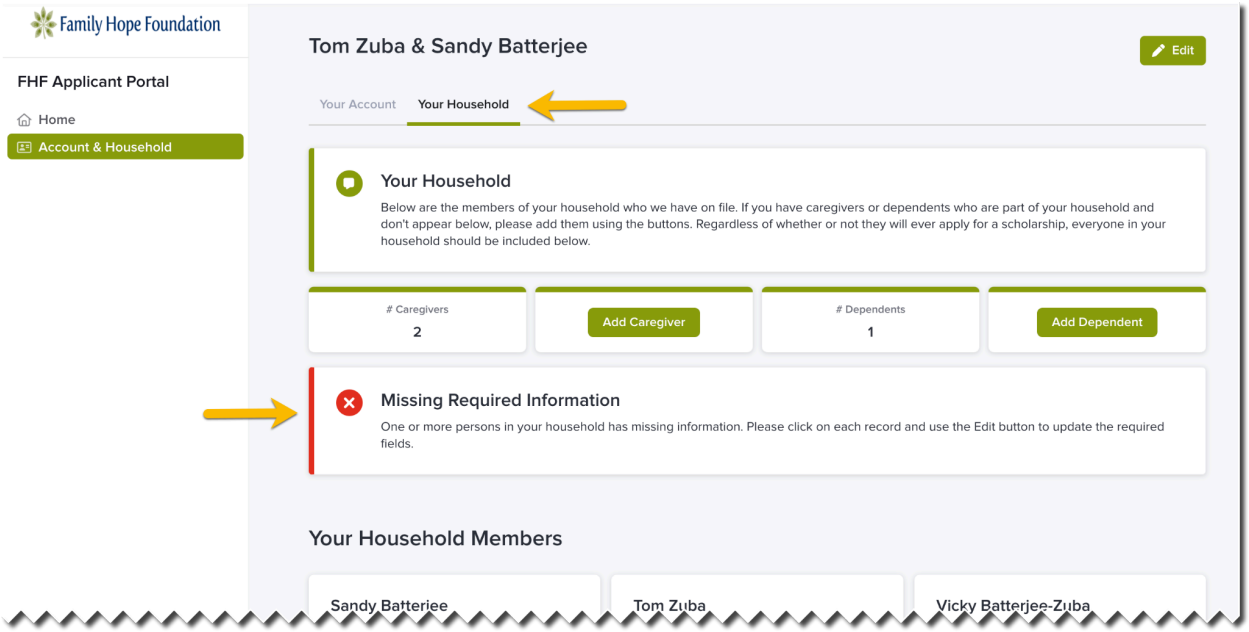
Once you are logged in, click “**Account and Household”** in the left-hand navigation menu to view/update the information we have on file for you.

Please look over your personal information and update it as needed. This will ensure your future applications have the correct information about your household and its members!

If you have missing information, you’ll see a warning banner. Use the “**Edit**” button to update the information on the page and click “**Save**” when you’re finished.



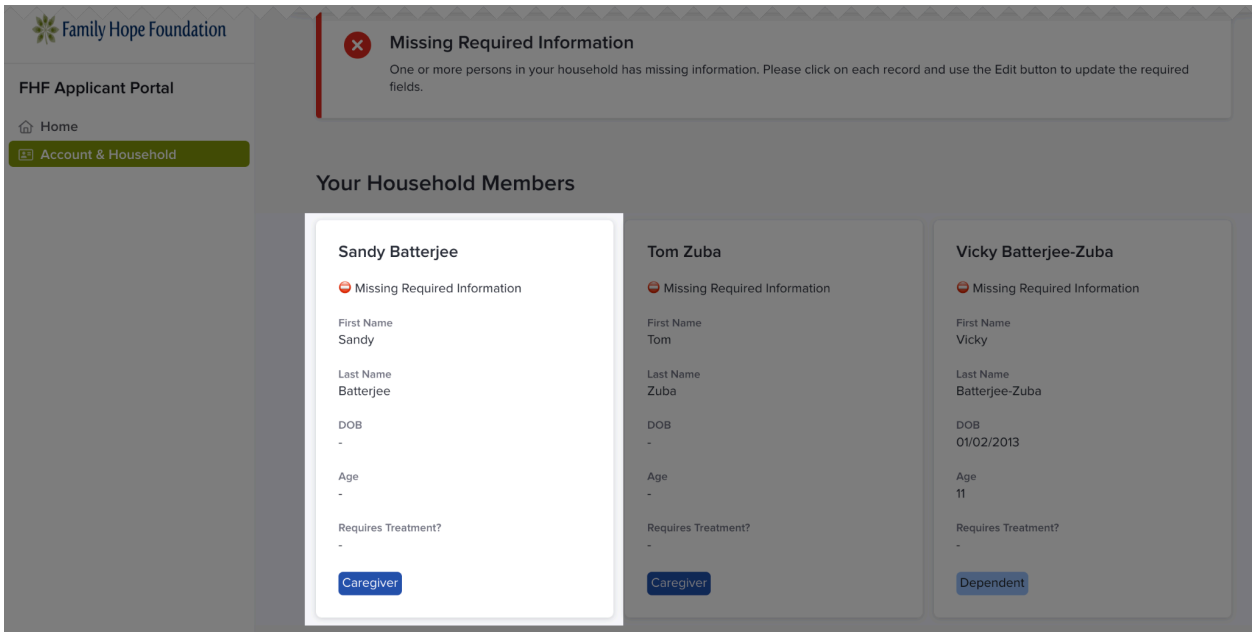
Next, click the **Your Household** tab to make sure all the people who are part of your household are showing (even those who will not apply for a scholarship). You will also be able to see if anyone who is already on file has missing information.



You can add caregivers or dependents to your household using the Add Caregiver or Add Dependent button. Again, it's important that **all** members of your household are added to the portal so we have an accurate count of caregivers and dependents when you submit an application.

If you add a Caregiver or Dependent and don't immediately see them in the Your Household Members section, wait for a few minutes and try refreshing your browser.

Finally, you can click on any household member's card to see their detailed information and update it.

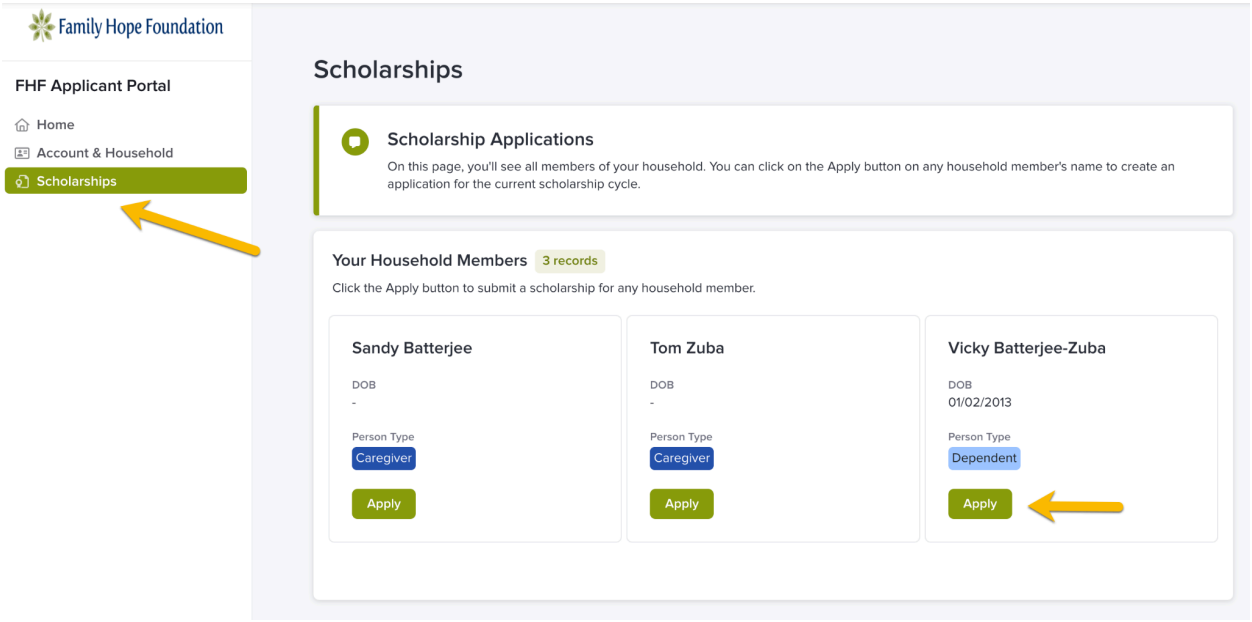


You will only need to add your family members once. In the future, you will simply confirm their information is correct when you begin a new application for them.

Apply for a Scholarship

Once your Account and Household information is up-to-date, you can apply for a scholarship by clicking **Scholarships** in the left-hand menu.

Then, click the **Apply** button on any household member's card to open an application for them.



If you need to pause while completing the application, just come back to the Scholarships screen and click the Apply button again. You will be asked if you want to Continue your application or Start Over.

Please feel free to contact us with any questions at our **scholarship support email**, help@thefamilyhopefoundation.org.