



Piper Fellow/Grant Application Portal Instructions Create An Account

The Virginia G. Piper Charitable Trust Application Portal is used to update your organization's information and apply to various programs provided by the Trust.

Before starting this process, please have your Tax ID, Organization Name, and email address ready.

STEP 1:

To create your account, type or copy the following address in your browser:

<https://goapply2.akoyago.com/PIPER>

For convenience, you may bookmark this site in your browser for easy return.

STEP 2:

Click "register a new account"

A screenshot of the account creation page. On the left is the Virginia G. Piper Charitable Trust logo. The main content area is titled "Sign in to your account" and includes a link to "register a new account" (highlighted in yellow). Below this are input fields for "Your Email" (containing "example@company.com") and "Your Password" (containing "Password"). There are also checkboxes for "Remember me" and a link for "Forgot password?". At the bottom is a green "SIGN IN" button.

Sign in to your account

Or [register a new account](#)

Your Email


Your Password

Remember me [Forgot password?](#)

SIGN IN

STEP 3:

Enter your EIN/Tax ID into the field and click "Search". Please use the format XX-XXXXXXX, including the hyphen.



Search for your Organization

Choose your region:

Search by Charity Employer Identification Number (EIN)

Every charity has its own unique federal employer identification number (EIN), which it obtains by applying to the IRS. An EIN is typically a nine-digit number, shown like 12-3456789. A few charities have EINs with eight or fewer digits (normally shown with a leading zero like 01-2345678).


[US IRS Tax Exempt Organization Search Tool](#)

EIN / Tax ID

[Skip manually enter](#)


If the portal did not find an organization, you may click “Skip, manually enter” OR if you believe you mistyped your Tax ID/EIN click “Search again”.

If your Organization’s Name appears in the Box, click “Select”.



Organizations matching: 00-0000000 [Search again](#) [Skip manually enter](#)

ABC Test Organization

 Phoenix, AZ

[Return to login](#)

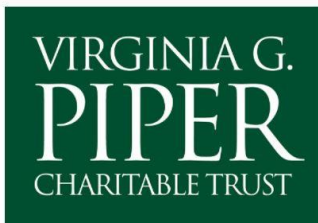
STEP 4

Fill in the information to create your account. Note, you may not be able to edit all fields. Please edit the fields available to you. Ensure you fill out the **First Name, Last Name, Email, and Password**. Note, your password must be at least 10 characters long.

The email address and password will be the information you use to log in to the account again.

Click Register. *Congratulations, your account is now ready!*

To login, click, “Return to Login”.




Registration completed successfully

Please check your inbox for your registration confirmation

Step 5

Return to the Login Page and enter your email address and password.



Sign in to your account

Or register a new account

Your Email

Your Password

Remember me [Forgot password?](#)

SIGN IN