COGS Steps for Reviewing Conference Grant Application Status & Downloading
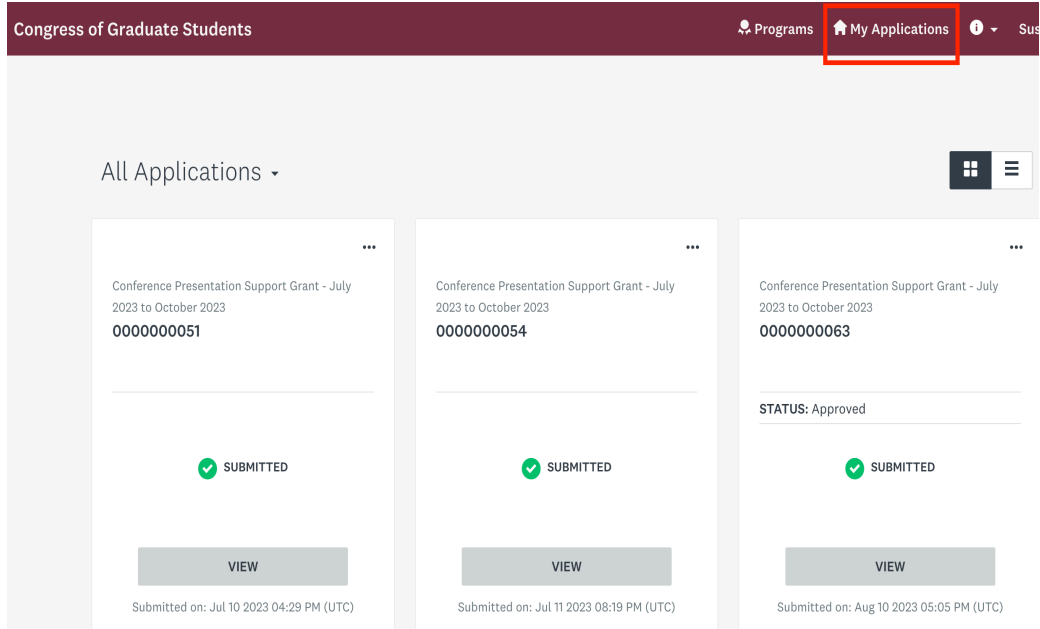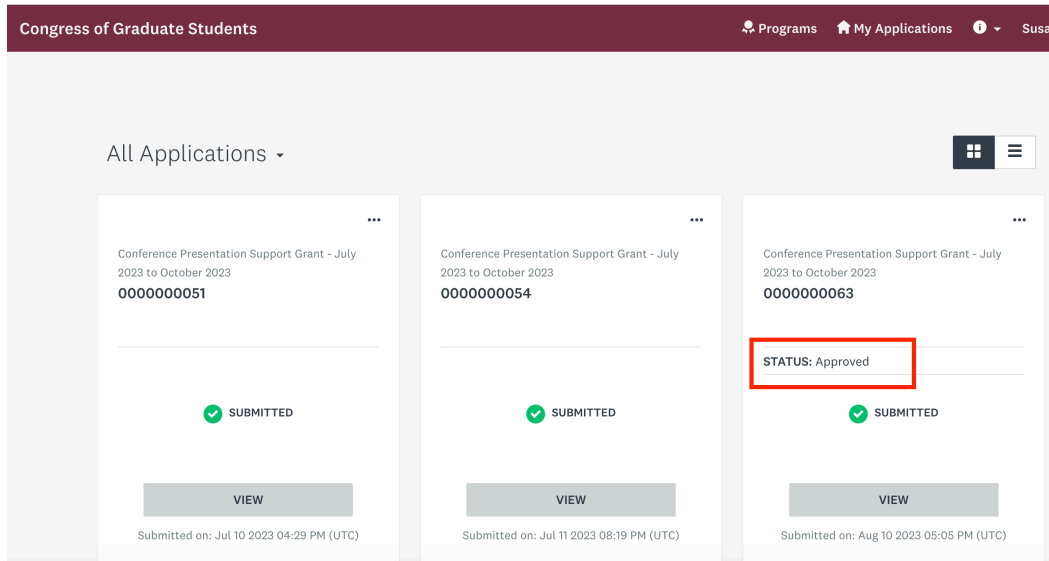
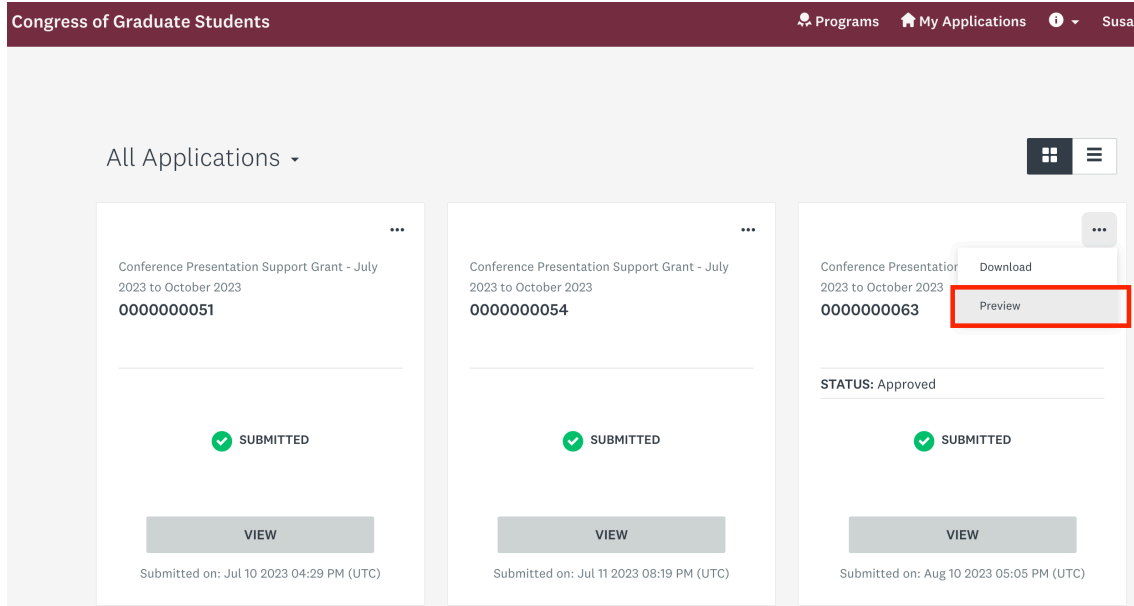1. Log-In to the Survey Monkey Application Portal: https://fsu-sgacogs.smapply.us/

   You should be immediately logged into the "My Applications" page and be able to view your applications, but if not see the **screenshot below**, you will need to click on the **"My_Applications"** link to get to that page.

2. From there you should be able to see your **"Status: Approved"** on the application.

3. You can click on the 3 dots in the top right corner and hit **"Preview"**

4. Then, on this new page, they can click on "**Download".**