

HOW TO CHECK YOUR APPLICATION STATUS



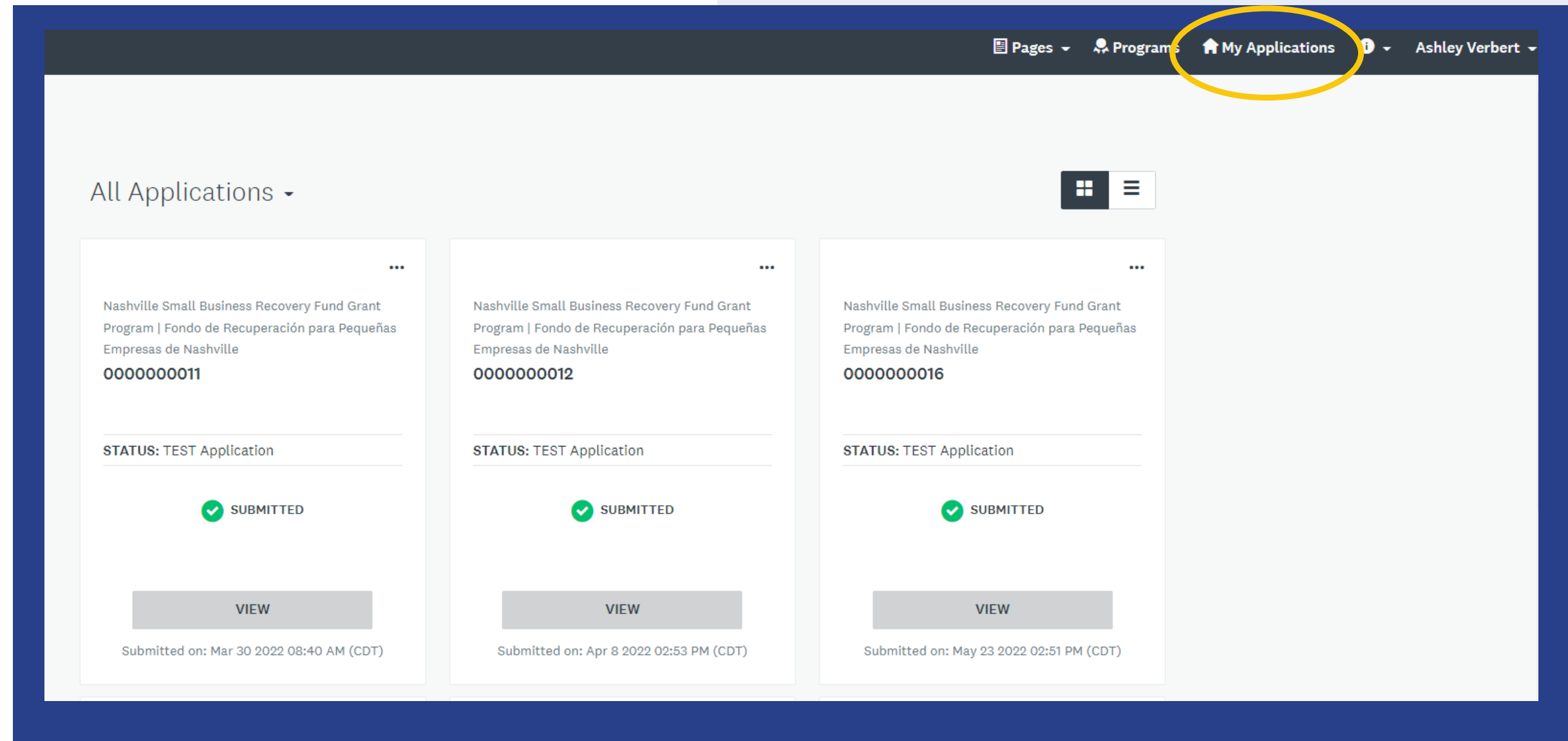
NASHVILLE SMALL BUSINESS RECOVERY FUND



HOW TO CHECK YOUR APPLICATION STATUS | USING SMAPPLY

1 | Log into your account via pathwaylending.smapply.org

2 | Click [My Applications](#) in the top right corner and locate your NSBRF Grant application



The screenshot displays the 'My Applications' section of the Smapply portal. The top navigation bar includes 'Pages', 'Programs', 'My Applications' (highlighted with a yellow circle), and the user name 'Ashley Verbert'. Below the navigation, the page title is 'All Applications'. Three application cards are shown, each for a 'Nashville Small Business Recovery Fund Grant Program | Fondo de Recuperación para Pequeñas Empresas de Nashville'. Each card displays a unique application ID (000000011, 000000012, and 000000016), a status of 'TEST Application', and a green checkmark indicating 'SUBMITTED'. A 'VIEW' button is present on each card, along with the submission timestamp: 'Submitted on: Mar 30 2022 08:40 AM (CDT)', 'Submitted on: Apr 8 2022 02:53 PM (CDT)', and 'Submitted on: May 23 2022 02:51 PM (CDT)'.



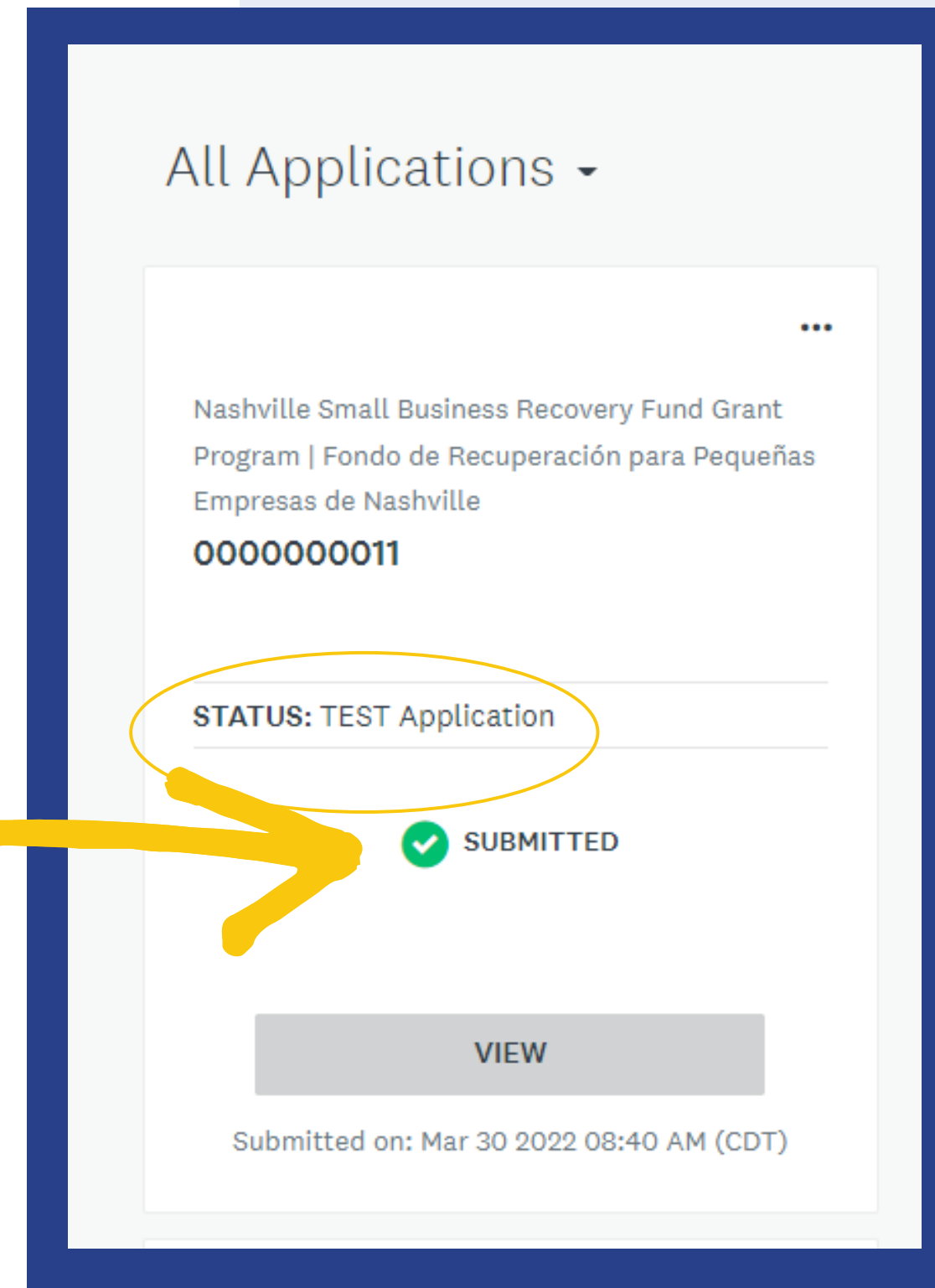
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HOW TO CHECK YOUR APPLICATION STATUS | CONTINUED

3 | Your Application status will be listed under **STATUS**

NOTE: Your application (once submitted) will always say **SUBMITTED**. This is NOT your application status. Your application status will always be located directly to the right of the word **STATUS**.



All Applications ▾

...

Nashville Small Business Recovery Fund Grant
Program | Fondo de Recuperación para Pequeñas
Empresas de Nashville

0000000011

STATUS: TEST Application

✓ **SUBMITTED**

[VIEW](#)

Submitted on: Mar 30 2022 08:40 AM (CDT)



WHAT YOUR APPLICATION STATUS MEANS | UNDERSTANDING YOUR RESULTS

- **APPLICATION IN PROGRESS:** Your application has been started, but not yet submitted. This requires action from you, as we do not review applications until they have been submitted. If you are having trouble submitting, make sure that you are using a computer and NOT a phone or tablet. (Also, if you see more than one application listed, but only own one business, it's possible that you started one application, then submitted a different one. That is fine, as long as you have one application submitted for your business.)
- **APPLICATION SUBMITTED:** Your application has been submitted and is awaiting Initial Review. Applications are reviewed in the order in which they are submitted.
- **READY FOR SECONDARY REVIEW:** Your application has moved forward from Initial Review and is now awaiting Secondary Review.



WHAT YOUR APPLICATION STATUS MEANS | UNDERSTANDING YOUR RESULTS

- **VALIDATING APPLICATION:** Your application has moved forward from Secondary Review and is completing one final review step.
- **APPROVED: PROCESSING ACH:** Your application has been approved and an ACH with your grant award has been initiated with the bank.
- **APPROVED: FUNDED:** Your application has been funded and the funds are in your bank account.
- **DECLINATION EMAIL SENT {DATE}:** For some reason, we were unable to approve your application. An email with details was sent to you from noreply@mail.smapply.net on the date specified in the status.



05 | What Your Application Status Means

- **AWAITING REMEDIATION:** Your application has begun review and it was determined that more information is required to move your application forward. You can expect an email from noreply@mail.smapply.net within 10 business days as your application can remain in that status for up to 10 business days. We are getting emails out in the order that applications were submitted and appreciate your patience while we do so!
- **EMAIL SENT DUE {DATE @5PM}:** Your application begun review and it was determined that more information is required to move your application forward. An email with that information was sent to you from noreply@mail.smapply.net and your documentation is due by the date noted in the status.

PLEASE NOTE:

- While in remediation, your application will maintain its place in line based on date submitted.
- If you've submitted your documentation, but still see the **EMAIL SENT DUE {DATE @5PM}** status, please give us ten business days to upload your documentation and update your application status.



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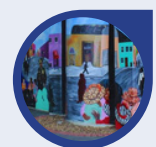
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QUESTIONS?

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