

Guidance on Edits to a Submitted 2023 SLCGP Application

Due to limitations in Microsoft Forms, there is not an incremental “save progress” button when completing the 2023 application. As a workaround, the Form will allow completed and submitted applications to be saved for edits. In order to do this, you will need a Microsoft Office365 work or school account that has access to Microsoft Forms. This does not work for free Outlook.com or Hotmail accounts. After completing all mandatory fields, advancing through each step of the process, and then submitting the application you will get a thank you message with a button to save the Form.



Thanks!

Your response was submitted. If you have questions concerning this application, please email SLCGP@NCDPS.gov.

The form allows you to edit your response. Please save the response so you can make changes later.

Save my response to edit



Clicking this button will prompt you to log into your Microsoft account and re-direct you to your organizational log-in page (if you are not already logged in via another browser window).



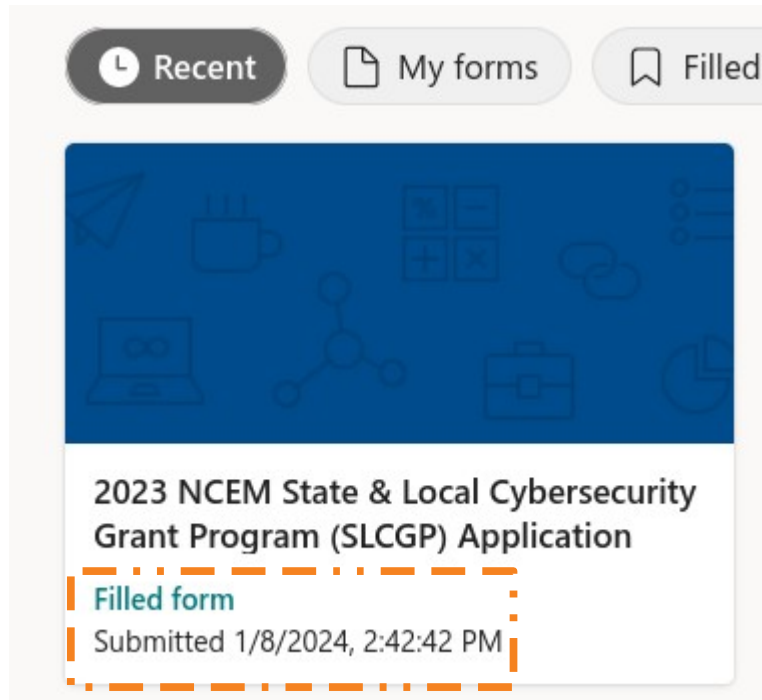
Sign in

Email, phone, or Skype

No account? [Create one!](#)

Next

After you are logged into your organization's Office365 account, you should be automatically redirected to the Microsoft Forms page with a listing for the saved 2023 application you submitted. It will show up in your Recent Forms listing or you can click the Filled Forms tab to access it. (The example highlighted below in orange, shows the date/time it was originally submitted.)



Clicking on the Filled Form to open it will show you the completed application you submitted. You will be able to see the entire form, and you can print a copy using your browser's Print feature (physical printer or save to PDF). If you select the top-most button to "Edit responses" it will re-open the application and allow you to edit any question field.

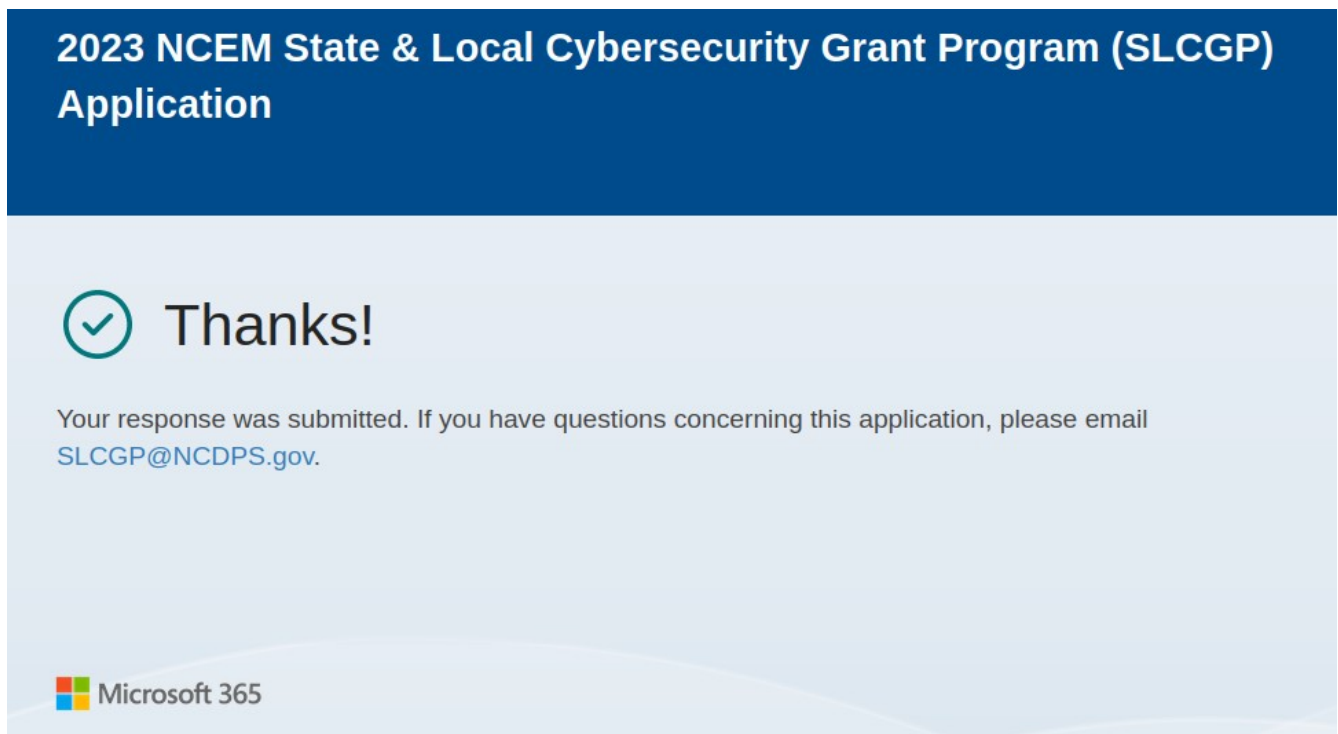


If you choose to edit responses, you will need to click through the “Next” button at the bottom of each page until you reach the end, where the now-edited form will be automatically resubmitted.



A navigation bar at the bottom of a form page. It features a light blue background. On the left, there are two buttons: a white button with the text "Back" and a dark blue button with the text "Next". To the right of these buttons, the text "Page 10 of 15" is displayed next to a horizontal progress bar. The progress bar is a thin line, with the portion to the left of "Page 10 of 15" being dark blue and the portion to the right being light gray.

You will see another Thank You message that confirms the updated submission. You will NOT see another button to save responses to edit since the Form is saved (and updated) to your Office365 Forms library.



A "Thank You" confirmation screen. At the top, a dark blue header bar contains the text "2023 NCEM State & Local Cybersecurity Grant Program (SLCGP) Application" in white. Below the header, the main area has a light blue background. It features a green circular icon with a white checkmark, followed by the text "Thanks!". Below this, a message states: "Your response was submitted. If you have questions concerning this application, please email SLCGP@NCDPS.gov." At the bottom left, the Microsoft 365 logo is visible.

We apologize for this inconvenience, and are working on updating the submission process for the 2025 Grant to make this much easier. Thank you for your patience and if you have any questions, please email SLCGP@NCDPS.gov.