How to Submit a HEERF Grant Application (Phase 5)
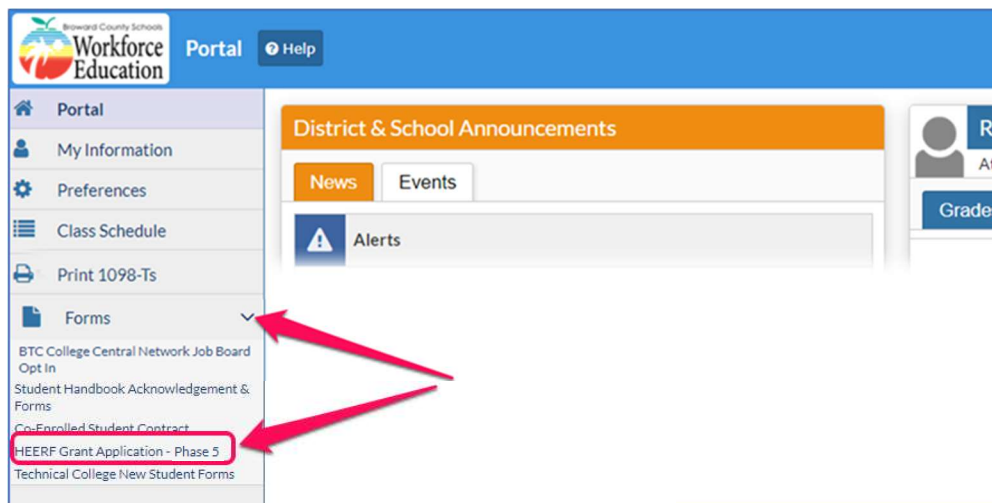## *For Students*

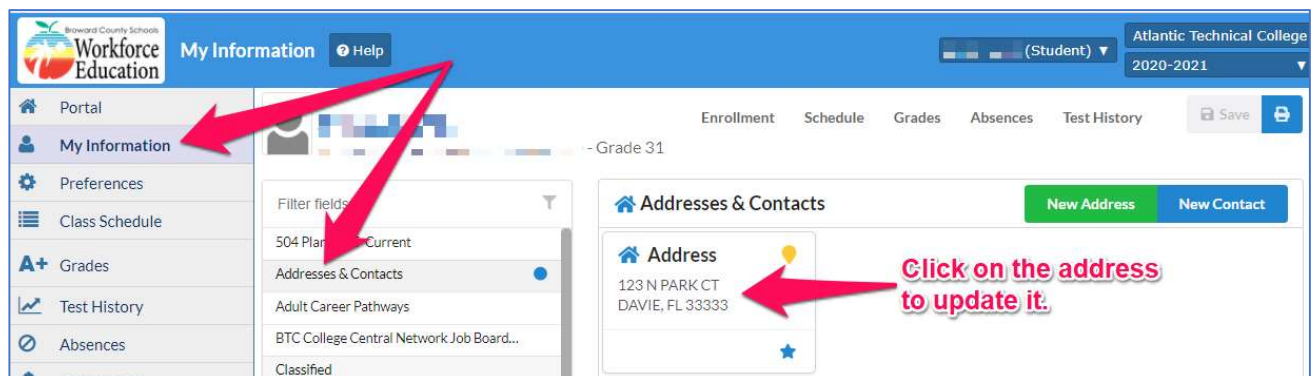|	
1	## Login to your Focus portal. Using Chrome, Firefox, or Safari, go to browardfocus.com. **Username: Ten-Digit Student ID Number** **Password: "P"+Date of birth in this format: PMM/DD/YYYY** Your password is defaulted to your birthday *unless* you have logged into Focus before and changed your password. If you have already set a unique password for yourself, please use that one.

2	## On your portal click, "Forms," and select, "HEERF Grant Application-Phase 5"

3	## Read the Application. Verify that the address showing is your correct address. **If you need to update your address** (or email address), click "My Information" on the left side of your screen. • Update your address in the "Addresses & Contacts" tab. • Update your email in the "Student Contact Info" tab. Go back to **Forms → HEERF Application-Phase 5** and verify that your information has updated and is correct. Fill out the remainder of the Application and "Submit Request."