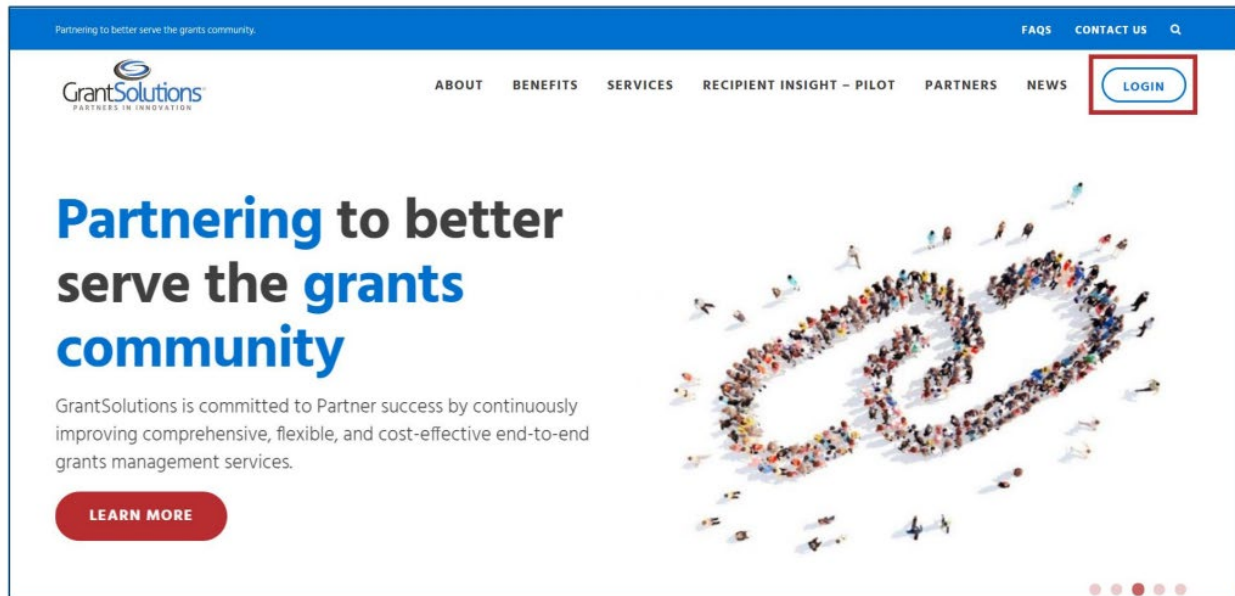
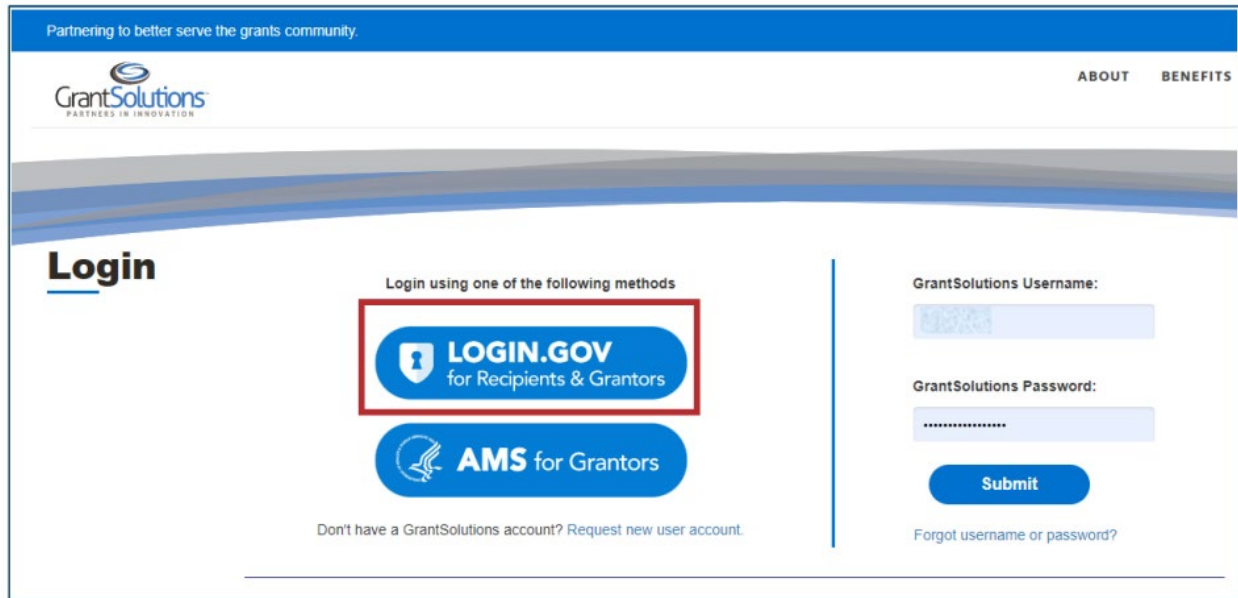


## Log Into GrantSolutions Through Login.gov

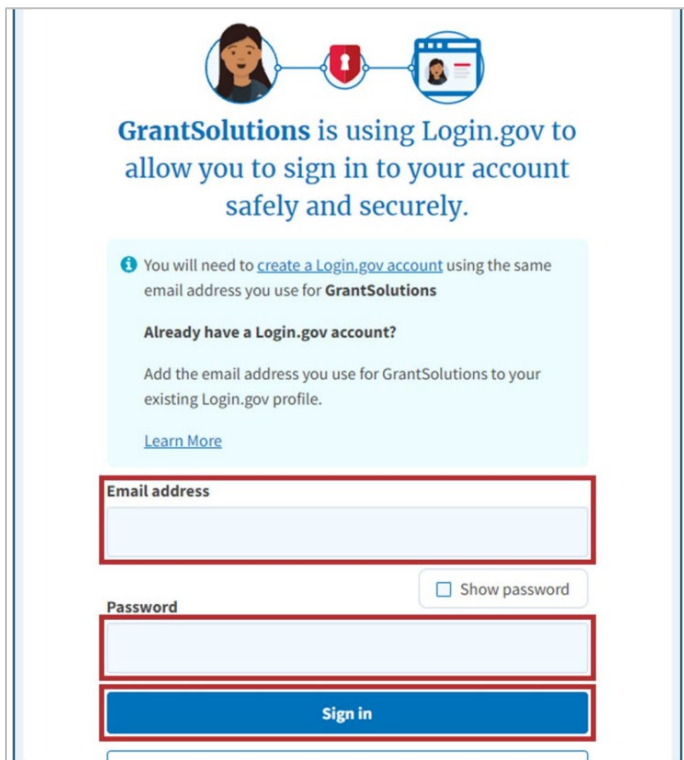
- 1) From a browser such as Firefox or Google Chrome, navigate to [www.grantsolutions.gov](http://www.grantsolutions.gov) and click the Login button.



- 2) On the GrantSolutions "Login" screen, click the Login.gov button.

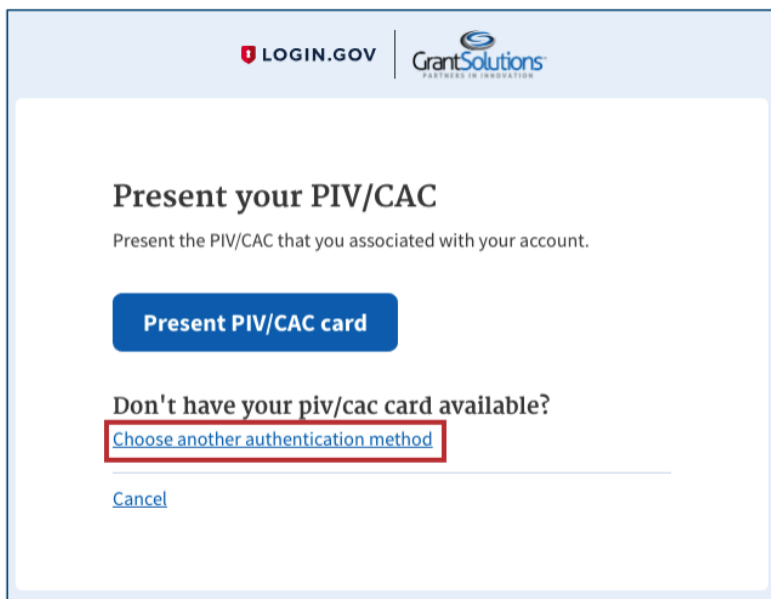


- 3) Enter the email address associated with the GrantSolutions account in the **Email address** field and enter the Login.gov password in the **Password** field. Click the **Sign in** button (**this should be your GPMS login.gov email address and password**)



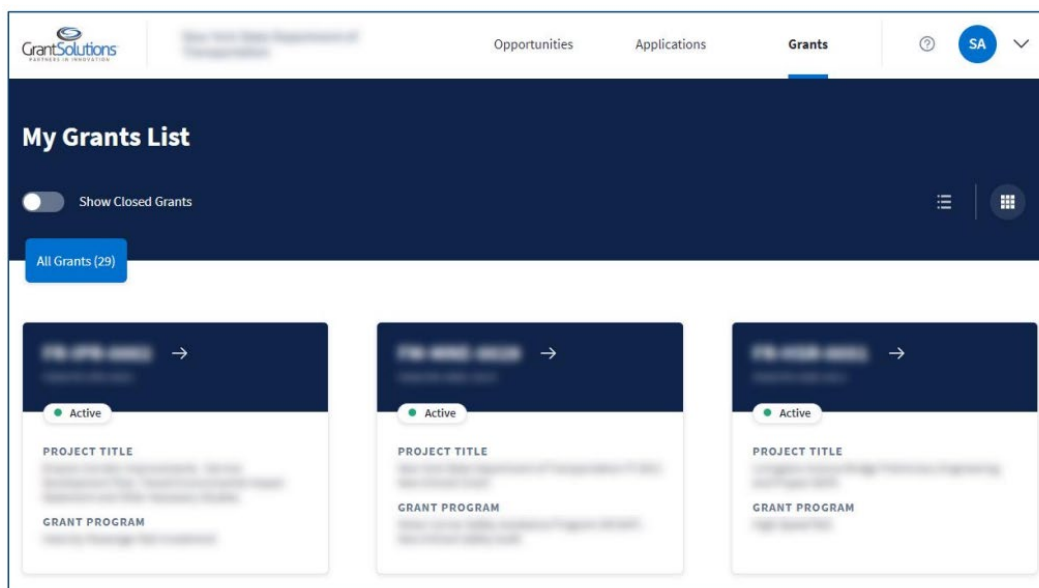
The screenshot shows the GrantSolutions Login.gov sign-in interface. At the top, there is a header with icons for a person, a shield, and a computer. Below this, the text reads: "GrantSolutions is using Login.gov to allow you to sign in to your account safely and securely." A light blue box contains an information icon and text: "You will need to [create a Login.gov account](#) using the same email address you use for GrantSolutions". Below this, it asks "Already have a Login.gov account?" and provides instructions: "Add the email address you use for GrantSolutions to your existing Login.gov profile." with a "Learn More" link. The form fields are highlighted with red boxes: "Email address", "Password", and a "Show password" checkbox. A blue "Sign in" button is at the bottom.

- 4) On the Login.gov "Sign in" screen, repeat the steps in the Log Into GrantSolutions Through Login.gov Using Another Authentication Method section to log in.



The screenshot shows the Login.gov "Present your PIV/CAC" screen. At the top, there are logos for LOGIN.GOV and GrantSolutions. The main heading is "Present your PIV/CAC" with the subtext "Present the PIV/CAC that you associated with your account." Below this is a blue button labeled "Present PIV/CAC card". Underneath, it asks "Don't have your piv/cac card available?" and provides a link "Choose another authentication method" which is highlighted with a red box. At the bottom, there is a "Cancel" link.

- 5) The GrantSolutions “My Grants List” screen appears upon successful log in.



**For New Grant Solution Grant Recipient Account:**

All account requests must be made by the user’s supervisor or other authorized organization official. You can also contact your FPO for assistance.

1. The requester must complete and sign the first section of the [Recipient User Account Request Form](#).
2. The person who will be receiving access needs to sign and date the second part of the form (Data Access/Security Compliance Statement)
3. Email all required documents to the GrantSolutions Help Desk at [help@grantsolutions.gov](mailto:help@grantsolutions.gov) or fax to (703) 288-5390. Please note we cannot accept emails to the Help Desk over 5 MB in size. If you have questions, please call the Support Desk at (866) 577-0771.