

Log Into GrantSolutions Through Login.gov

A Grant Recipient user email address associated with a Login.gov account may log into GrantSolutions through Login.gov using another authentication method. The Grant Recipient user should create a Login.gov account prior to attempting to log into GrantSolutions through Login.gov using another authentication method (see [Create a Login.gov Account](#) and [Add a GrantSolutions Email Address to a Login.gov Account](#) sections).

To log into GrantSolutions through Login.gov using another authentication method, perform the following steps:

1. From a browser such as Mozilla Firefox or Google Chrome, navigate to www.grantsolutions.gov and click the **Login** button.

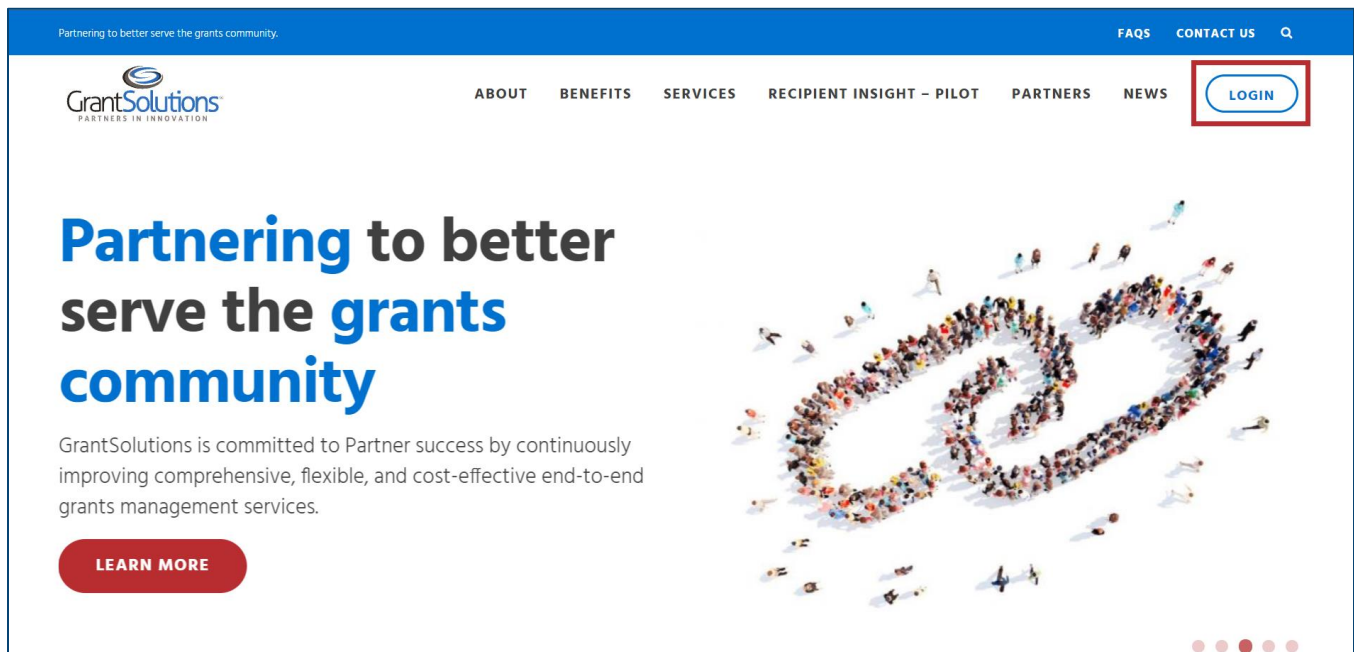
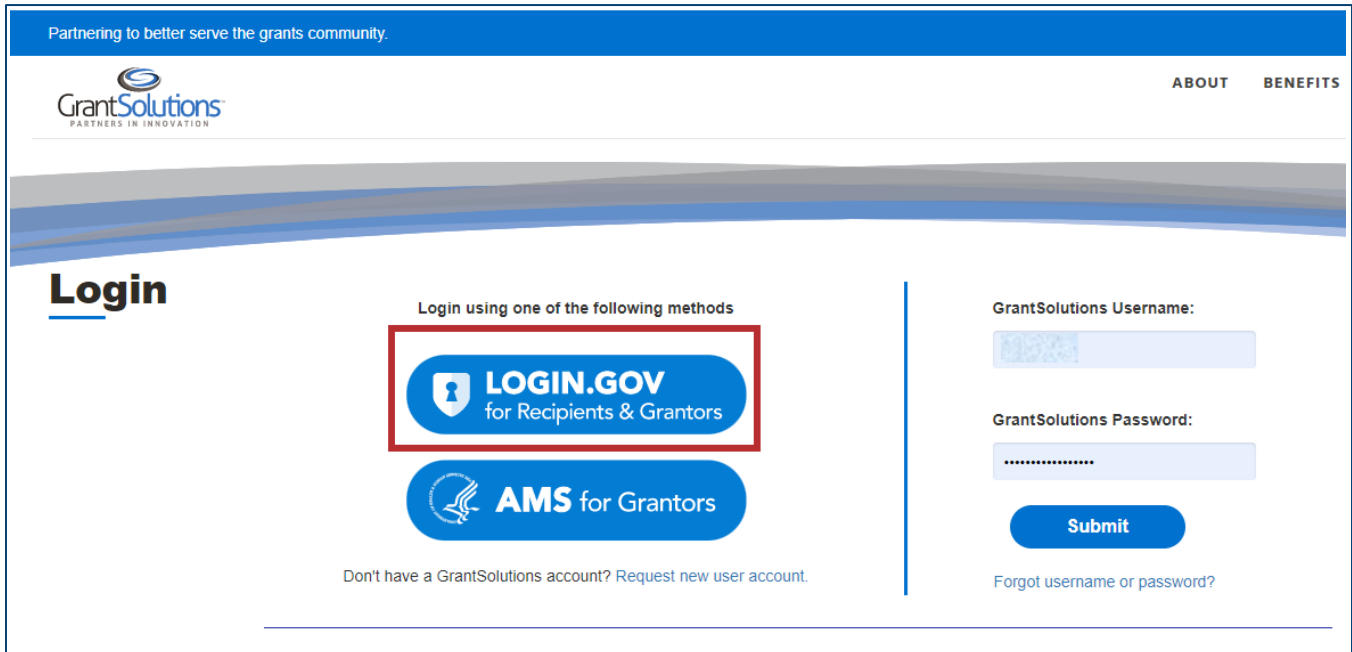



Figure 36: GrantSolutions Public Website with Login button

2. The GrantSolutions “Login” screen appears. Click the **Login.gov** button.




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Login

Login using one of the following methods

 **LOGIN.GOV**
for Recipients & Grantors

 **AMS** for Grantors

Don't have a GrantSolutions account? [Request new user account.](#)

GrantSolutions Username:

GrantSolutions Password:

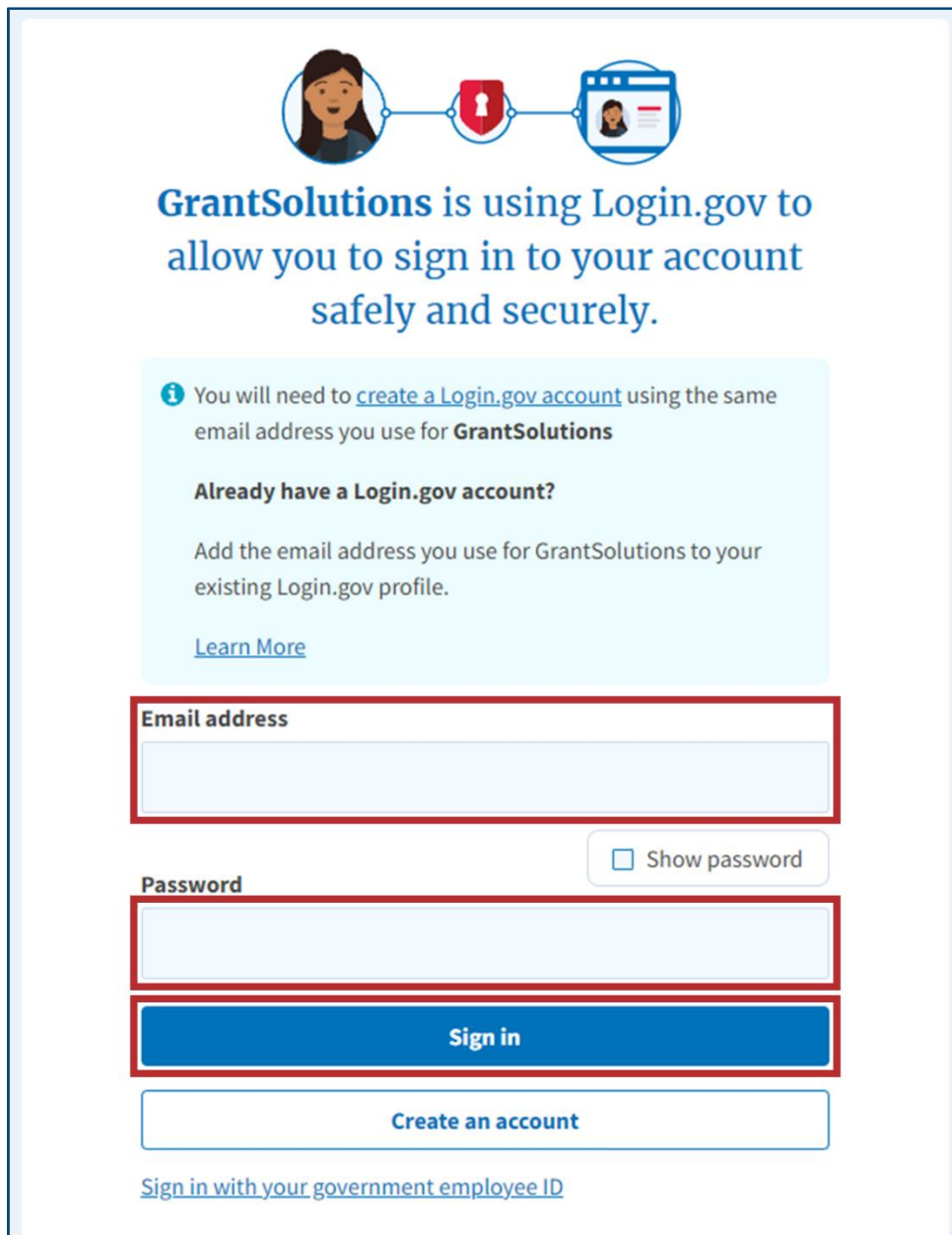
Submit




[Forgot username or password?](#)

Figure 37: GrantSolutions Login screen with Login.gov button

3. The Login.gov “Sign in” screen appears, this time linked to GrantSolutions. 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.

Note: On the Login.gov “Sign in” screen, an email address associated with the GrantSolutions account is necessary for the first log in only. Perform subsequent log ins using any email address associated with the Login.gov account.



GrantSolutions is using Login.gov to allow you to sign in to your account safely and securely.

i You will need to [create a Login.gov account](#) using the same email address you use for **GrantSolutions**

Already have a Login.gov account?

Add the email address you use for GrantSolutions to your existing Login.gov profile.

[Learn More](#)

Email address

☐ Show password

Password

Sign in



Create an account

[Sign in with your government employee ID](#)

Figure 38: Login.gov Sign in screen with Sign in with your government employee ID link

4. The Login.gov “Sign in with your PIV or CAC” screen appears. Click the **Choose another authentication method** link.



Present your PIV/CAC

Present the PIV/CAC that you associated with your account.

[Present PIV/CAC card](#)

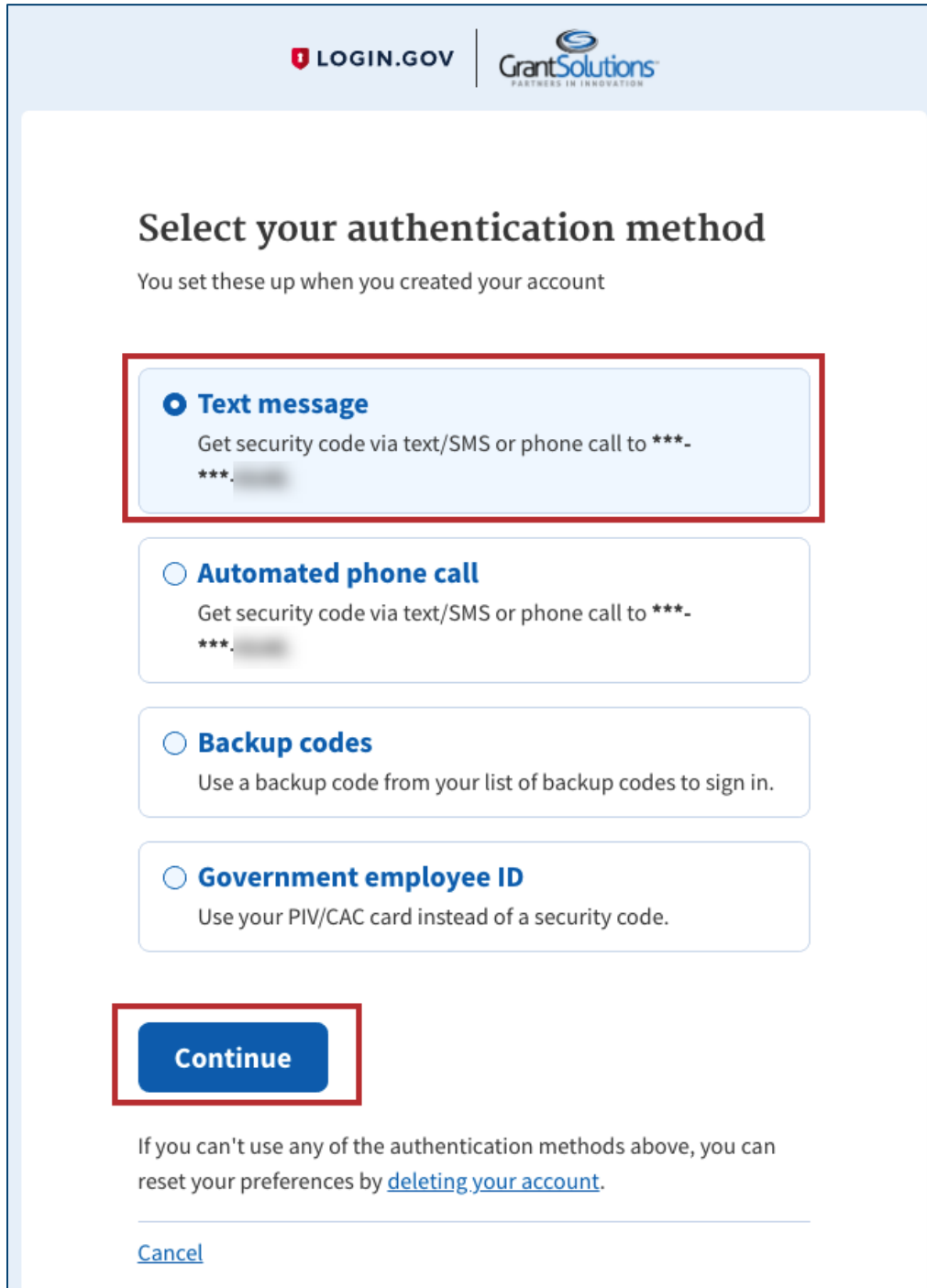
Don't have your piv/cac card available?



[Choose another authentication method](#)

[Cancel](#)

Figure 39: Login.gov Present your PIV/CAC screen with Choose another authentication method link

- On the Login.gov “Select your authentication method” screen, use the radio buttons to select an **authentication method** and click the **Continue** button at the bottom.



Select your authentication method

You set these up when you created your account

- ☒ **Text message**
Get security code via text/SMS or phone call to ***-
***-██████
- ☐ **Automated phone call**
Get security code via text/SMS or phone call to ***-
***-██████
- ☐ **Backup codes**
Use a backup code from your list of backup codes to sign in.
- ☐ **Government employee ID**
Use your PIV/CAC card instead of a security code.

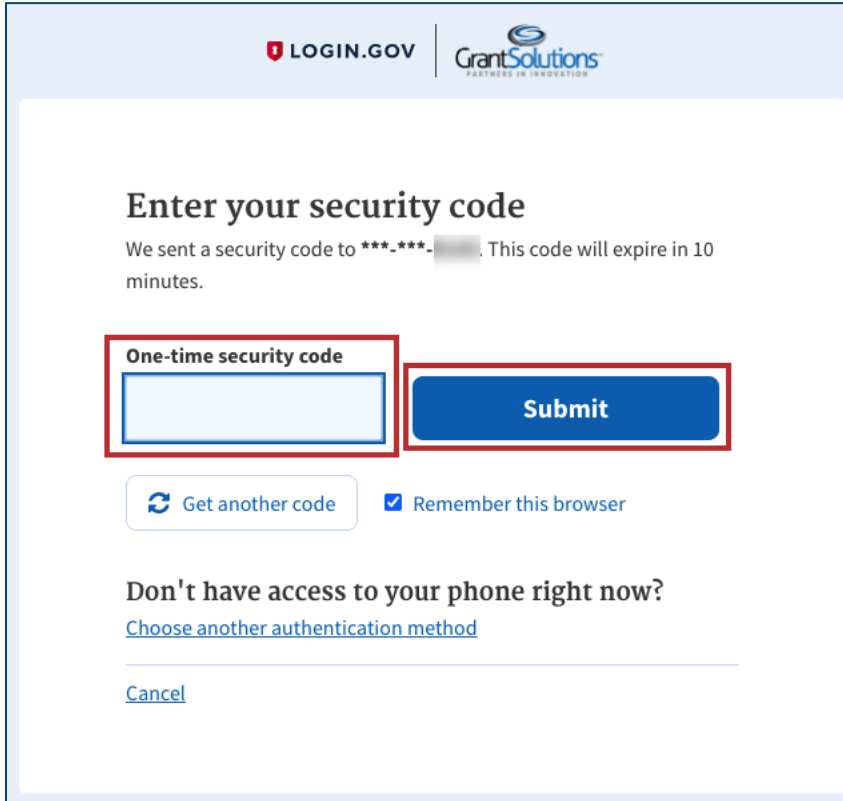
Continue

If you can't use any of the authentication methods above, you can reset your preferences by [deleting your account](#).

[Cancel](#)

Figure 40: Login.gov Select your authentication method screen with authentication method options and Continue button

- On the Login.gov “Enter your security code” screen, enter the 6-digit **One-time security code** or backup code to sign in and click the **Submit** button.



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Enter your security code

We sent a security code to ***-***-***. This code will expire in 10 minutes.

One-time security code

Submit

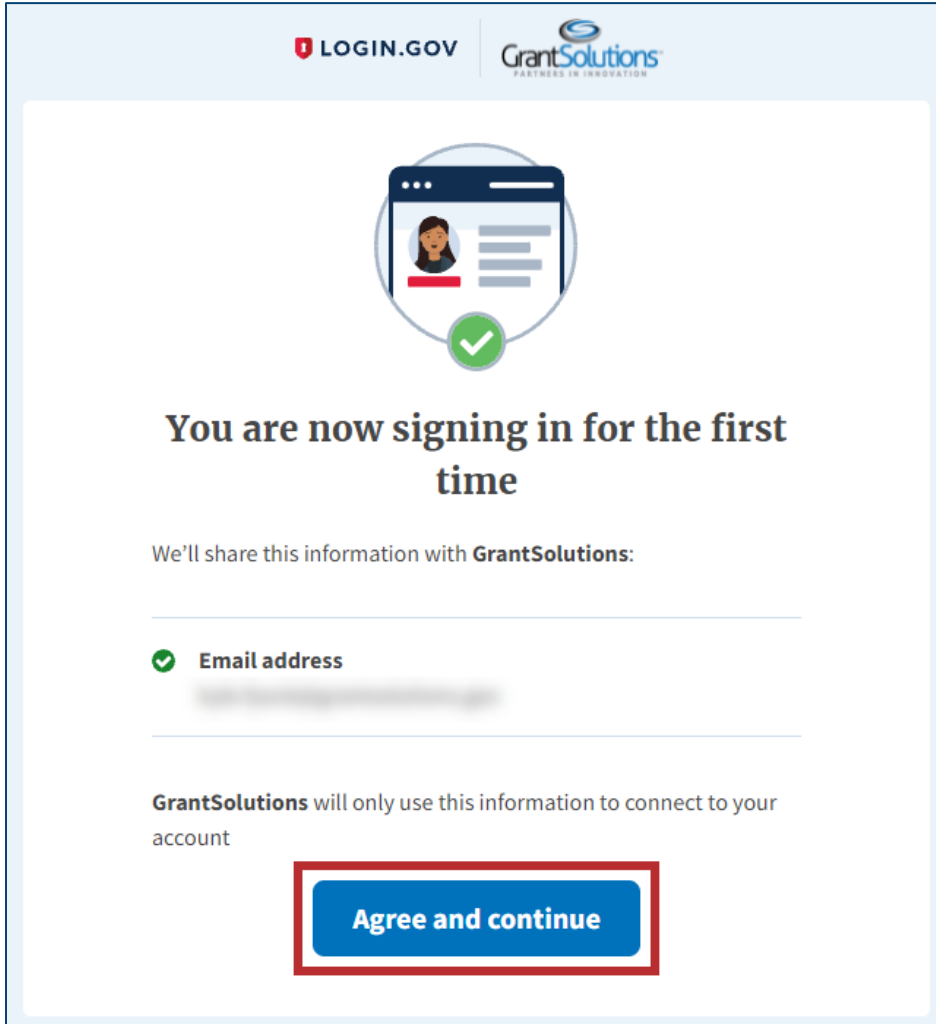
[Get another code](#) ☒ Remember this browser



Don't have access to your phone right now?
[Choose another authentication method](#)


[Cancel](#)

Figure 41: Login.gov Enter your security code screen with One-time security code field and Submit button

7. The Login.gov “You are now signing in for the first time” screen appears with the email address used for the Login.gov account. Click the **Agree and continue** button at the bottom.







You are now signing in for the first time

We'll share this information with **GrantSolutions**:

 **Email address**


GrantSolutions will only use this information to connect to your account

Agree and continue

Figure 42: Login.gov You are now signing in for the first time screen with Agree and continue button

8. If the user has multiple accounts associated to the GrantSolutions email address used to sign in, the GrantSolutions “Login” screen appears. The GrantSolutions email address may be associated to both Grantor and Grant Recipient accounts. However, only Grant Recipient accounts can be selected using an authentication method outside of PIV ID.

If a Grantor account associated to the GrantSolutions email address exists, a message appears stating, “You have an existing Grantor user accounts but you need to login using your PIV card to use them.”

Select the radio button for the **Grant Recipient** account to log in with and click the **LOG IN** button.

Note: If the user has one account only, the user bypasses the GrantSolutions “Login” screen and is routed directly to GrantSolutions.

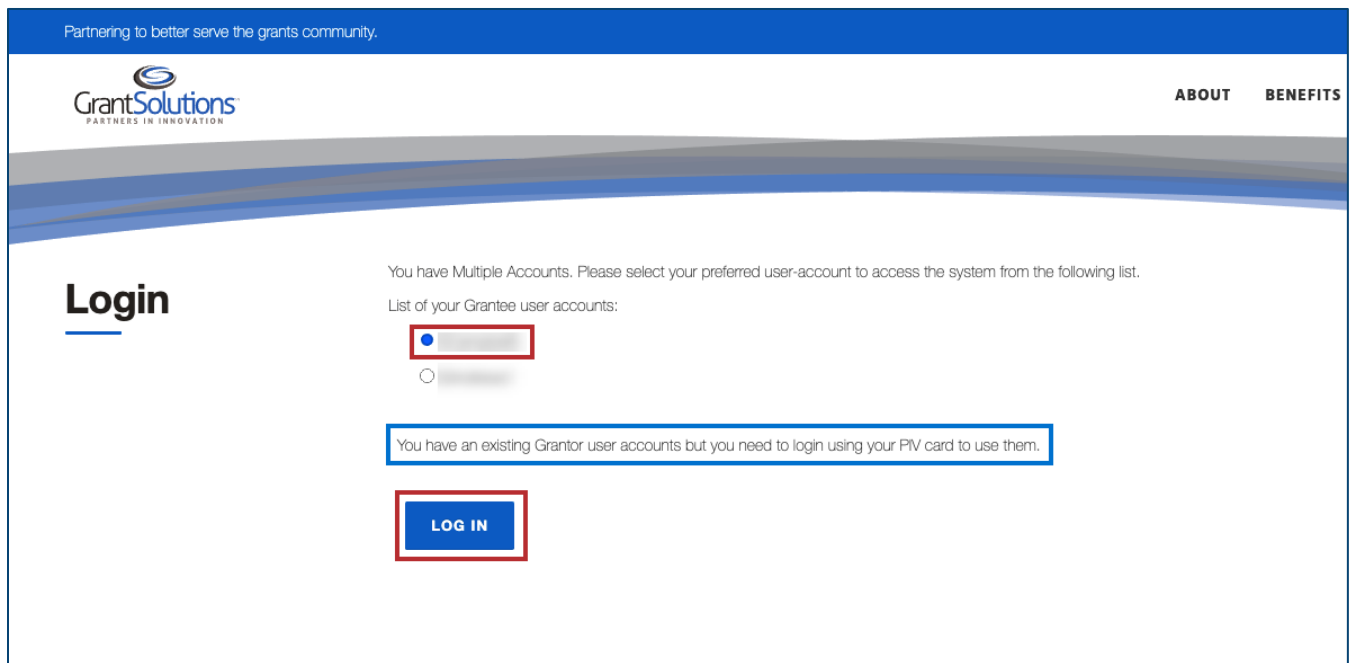


Figure 43: GrantSolutions Login screen with account radio buttons, message, and LOG IN button

9. A message appears stating “Your Account has been activated. Please access the system using your GrantSolutions login page. If you have any questions about accessing the system please contact the GrantSolutions Help Desk.”

Note: This message only appears upon the first log in attempt. Each attempt after the account is activated results in successful log in.

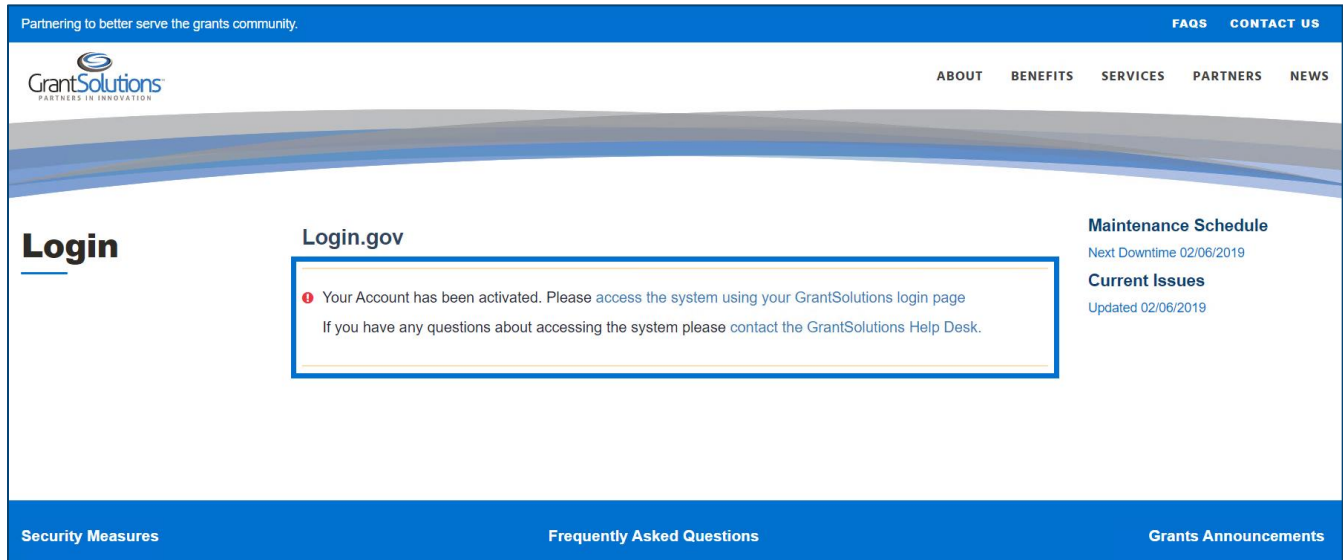


Figure 44: GrantSolutions Login screen with message

10. Click the **access the system using your GrantSolutions login page** link to navigate to the GrantSolutions “Login” screen.

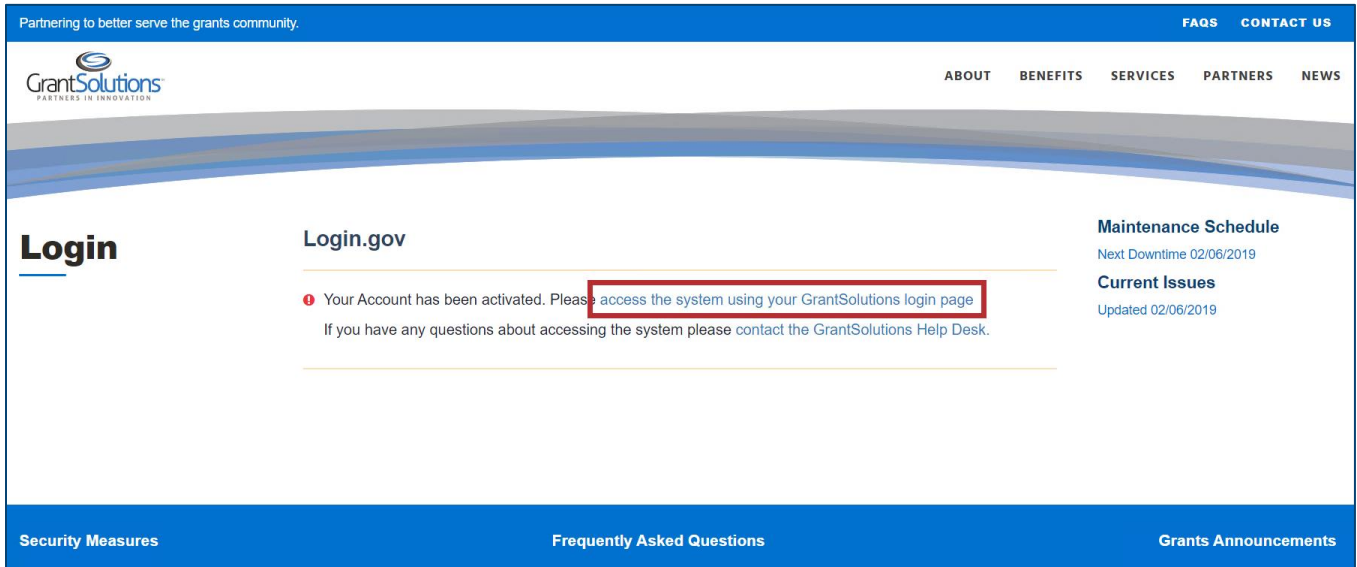


Figure 45: GrantSolutions Login screen with access the system using your GrantSolutions login page link

11. On the GrantSolutions “Login” screen, click the **Login.gov** button.

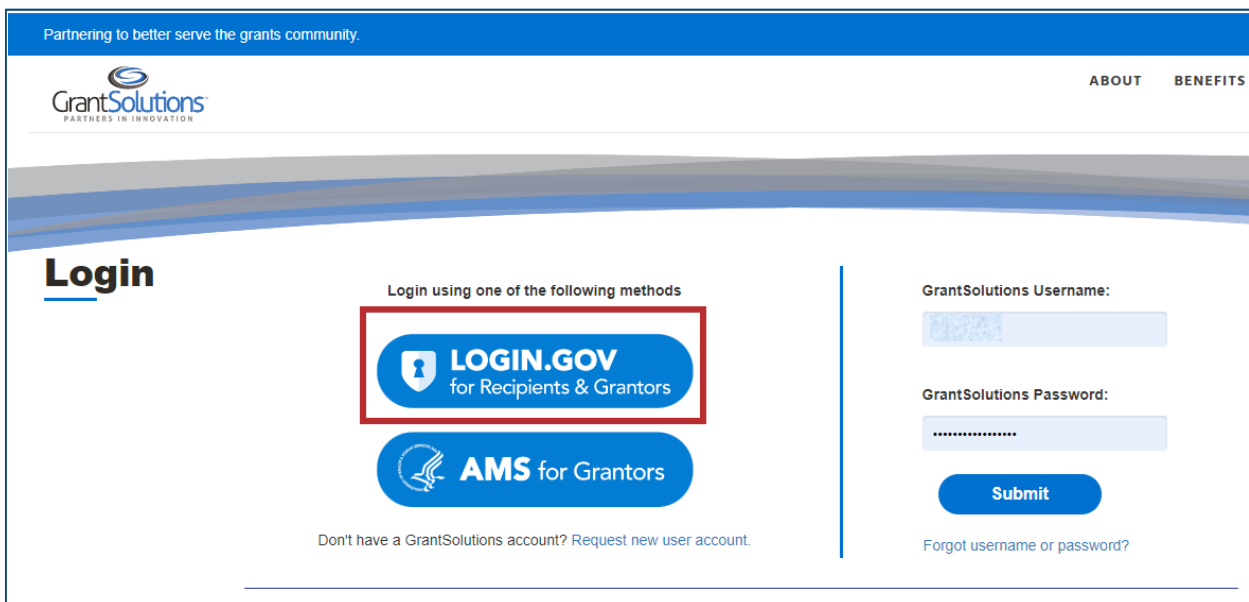


Figure 46: Grantsolutions Login screen with Login.gov button

12. 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 GrantSolutions “My Grants List” screen appears upon successful log in.

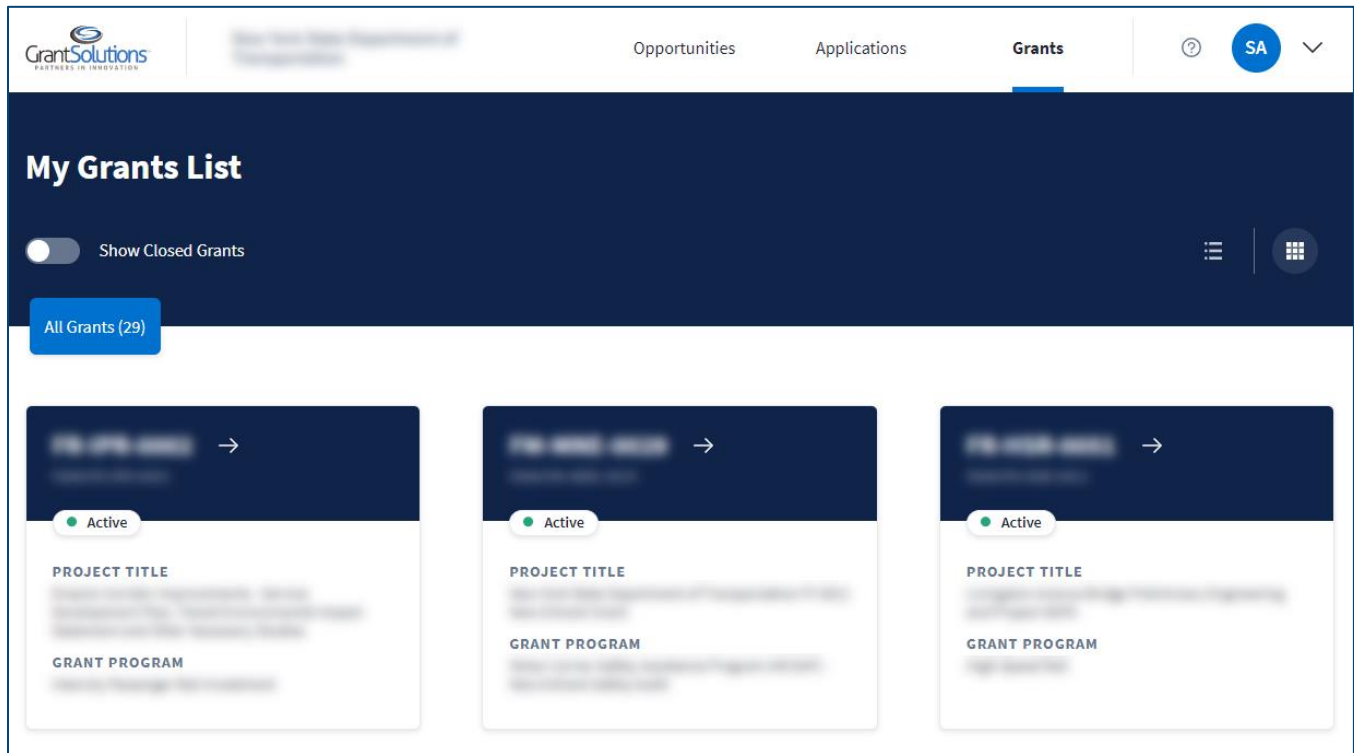


Figure 47: GrantSolutions My Grants List screen