

Log Into GrantSolutions Through Login.gov Using PIV

A Grantor user email address associated with a Login.gov account may log into GrantSolutions through Login.gov. If logging into GrantSolutions through Login.gov, a Grantor user must use a PIV card associated with the Login.gov account to do so. The Grantor user should create a Login.gov account and add a PIV card to the account prior to attempting to log into GrantSolutions through Login.gov using the PIV card (see <u>Add a PIV Card to a Login.gov Account</u> section).

To log into GrantSolutions through Login.gov using a PIV card, perform the following steps:

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



Figure 24: GrantSolutions Public Website with Login button



2. The GrantSolutions "Login" screen appears. Click the Login.gov button.



Figure 25: GrantSolutions Login screen with Login.gov button



3. The Login.gov "Sign in" screen appears, this time linked to GrantSolutions. Click the **Sign in with** your government employee ID link at the bottom.

GrantSolution	is is using Login.gov to
allow you to s	sign in to your account
safely	y and securely.
You will need to creat email address you us	te a Login.gov account using the same e for GrantSolutions
Already have a Logir	n.gov account?
Add the email addres existing Login.gov pro	ss you use for GrantSolutions to your ofile.
Learn More	
Email address	
Password	Show password
	Sign in

Figure 26: 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 **Insert your PIV/CAC** button.

Sign in wit	h your PIV or	CAC
Make sure you have as a two-factor auth	a login.gov account and nentication method.	d you've set up PIV/CAC
Insert your I	PIV/CAC	
Cancel		

Figure 27: Login.gov Sign in with your PIV or CAC screen with Insert your PIV/CAC button



5. In the browser window, select the correct **PIV certificate** and click the **OK** button in the browser.

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Subject	Issuer	Senai	
-	-	-	
-			_
Certificate informatic	n	ок	Cancel
<u> </u>			

Figure 28: Browser window with PIV certificate and OK button



6. In the new browser window, enter the **PIV PIN** in the *PIN* field and click the **OK** button.

	An official website of the Unite	ed States povernment Here's ho	
Wi	ndows Security		×
SI	mart Card		
Pl	ease enter your PIN.		
6	PIN		
	Click here for more in	formation	
	ОК	Cancel	
	••		
Can	ocel		
Can	ocel		

Figure 29: Browser window with PIN field and OK 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.



Figure 30: 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 PIV card, the GrantSolutions "Login" screen appears. The PIV card may be associated to both Grantor and Grant Recipient accounts. Select the radio button for the **Grantor 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.

Partnering to better	serve the grants community.				FAQS CONT	ACT US
GrantSolutio		ABOUT	BENEFITS	SERVICES	PARTNERS	NEWS
Login	You have Multiple Accounts. Please select your preferred user-ac List of your Grantee user accounts: O List of your Grantor user accounts:	count to access the system from the	e following list.		Mainte Next Dov Curren Updated	mance Scher writime 03/02/201 at Issues 02/13/2019

Figure 31: GrantSolutions Login screen with account radio buttons 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.

Partnering to better serve the grants	community.		-	AQS CONT	ACT US
GrantSolutions	ABOUT	BENEFITS	SERVICES	PARTNERS	NEWS
Login	Login.gov 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.		Maintenand Next Downtime Current Iss Updated 02/06	ce Schedule 02/06/2019 ues 12/019	
Security Measures	Frequently Asked Questions		Gra	nts Announc	ements

Figure 32: GrantSolutions Login screen with message



10. Click the access the system using your GrantSolutions login page link to navigate to the

GrantSolutions "Login" screen.

Partnering to better serve the grants	community.	FAQS CONTACT US
	ABOUT	BENEFITS SERVICES PARTNERS NEWS
Login	Login.gov • 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.	Maintenance Schedule Next Downlime 02/06/2019 Current Issues Updated 02/06/2019
Security Measures	Frequently Asked Questions	Grants Announcements

Figure 33: GrantSolutions Login screen with access the system using your GrantSolutions login page link

Partnering to better serv	e the grants community.				- 0	FAQS	CONTA	CT US
Grant Solutions			ABOUT	BENEFITS	SERVICES	PART	NERS	NEWS
Login	Login using any of the following services GrantSolutions Username: GrantSolutions Password:		togin.c	iOV & Grantors		Maint Next D Curre Update	tenance owntime (ent Issued 02/13/2	e Sche 03/02/20/ Ies 1019
	Forgot username or password? Dont have a GrantSolutions account? Request new user account.	OR	AMS for	Sventors				

11. On the GrantSolutions "Login" screen, click the Login.gov button.

Figure 34: 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 PIV section to log in.

The GrantSolutions "Grants List" screen appears upon successful log in.

ants List Funding Opportunit line Data Collection Help/SL	ies → Applications Ipport →	→ Awards		🤿 Insight	System Management	~
						Page Hel
			Grants List			Advanced Search
Grant Number or FAIN Organization			9			
		Please filte	r your search as necess	ary		

Alternatively, the GrantSolutions "Portal" screen appears if GrantSolutions settings are configured to display the "Portal" screen upon log in.

						LIST 🕜	TASK L
Application	Grant Number	Module	Task Status	Reassigned By	Sub Tasks	Task Description	
Applicatio	Grant Number	Module	Task Status	Reassigned By	Sub Tasks	ption	Task Descrip

Figure 36: GrantSolutions Portal screen