Quick Sheet: Creating & Connecting a Login.gov Account

**Audience**: Grantors

PURPOSE:

Functionality for Grantor users to login into GrantSolutions through Login.gov is available. Grantor users can log into GrantSolutions through Login.gov using a Personal Identity Verification (PIV) ID. Additional options are available for Grantor users whose email addresses associated with a GrantSolutions account are also linked to Grant Recipient user accounts.

Key points to remember include:

- If logging into GrantSolutions through Login.gov, Grantor users must use a PIV ID.

- Grantor users should create a Login.gov account and add a PIV ID to the account prior to attempting to log in through Login.gov using a PIV ID.
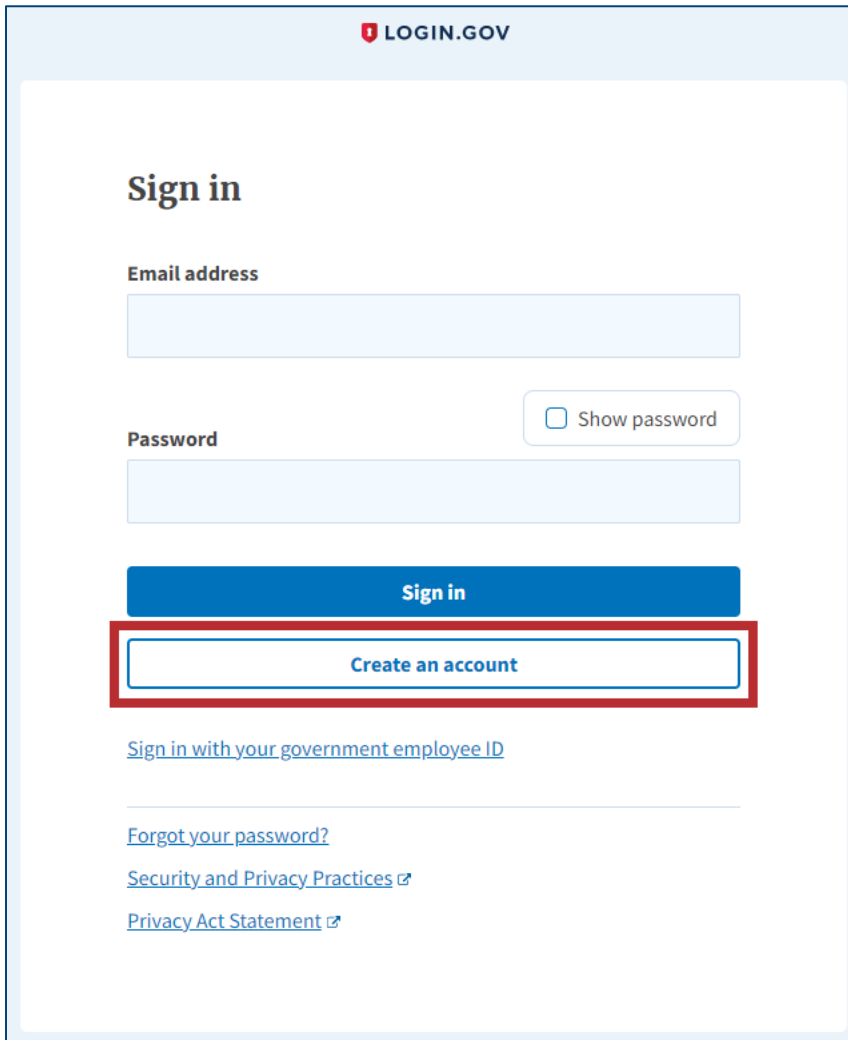
LOG IN USING PERSONAL IDENTITY VERIFICATION

Grantor users can log into GrantSolutions through Login.gov using a PIV ID. From a browser such as Mozilla Firefox or Google Chrome, navigate to www.login.gov and click the **Login.gov** button in the top right corner.
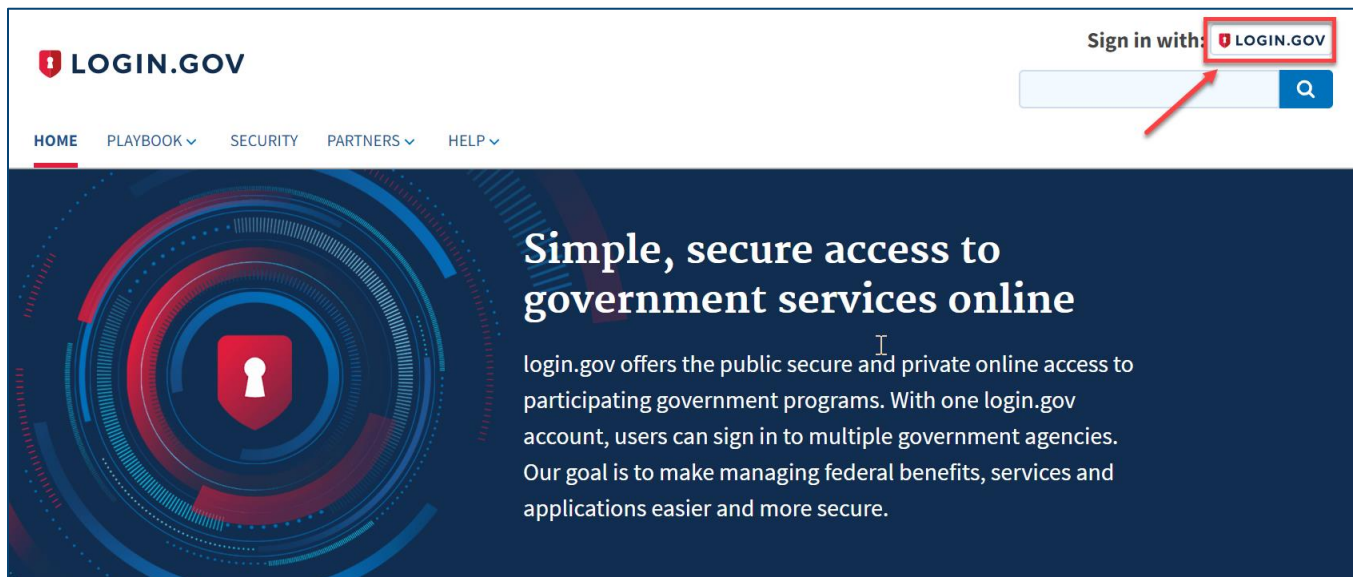
The Login.gov "Sign in" screen appears.

Create a Login.gov Account

If the user does not have a Login.gov account, click the **Create an account** button at the bottom of the Login.gov "Sign in" screen to create a Login.gov account using the email address associated with a GrantSolutions account.
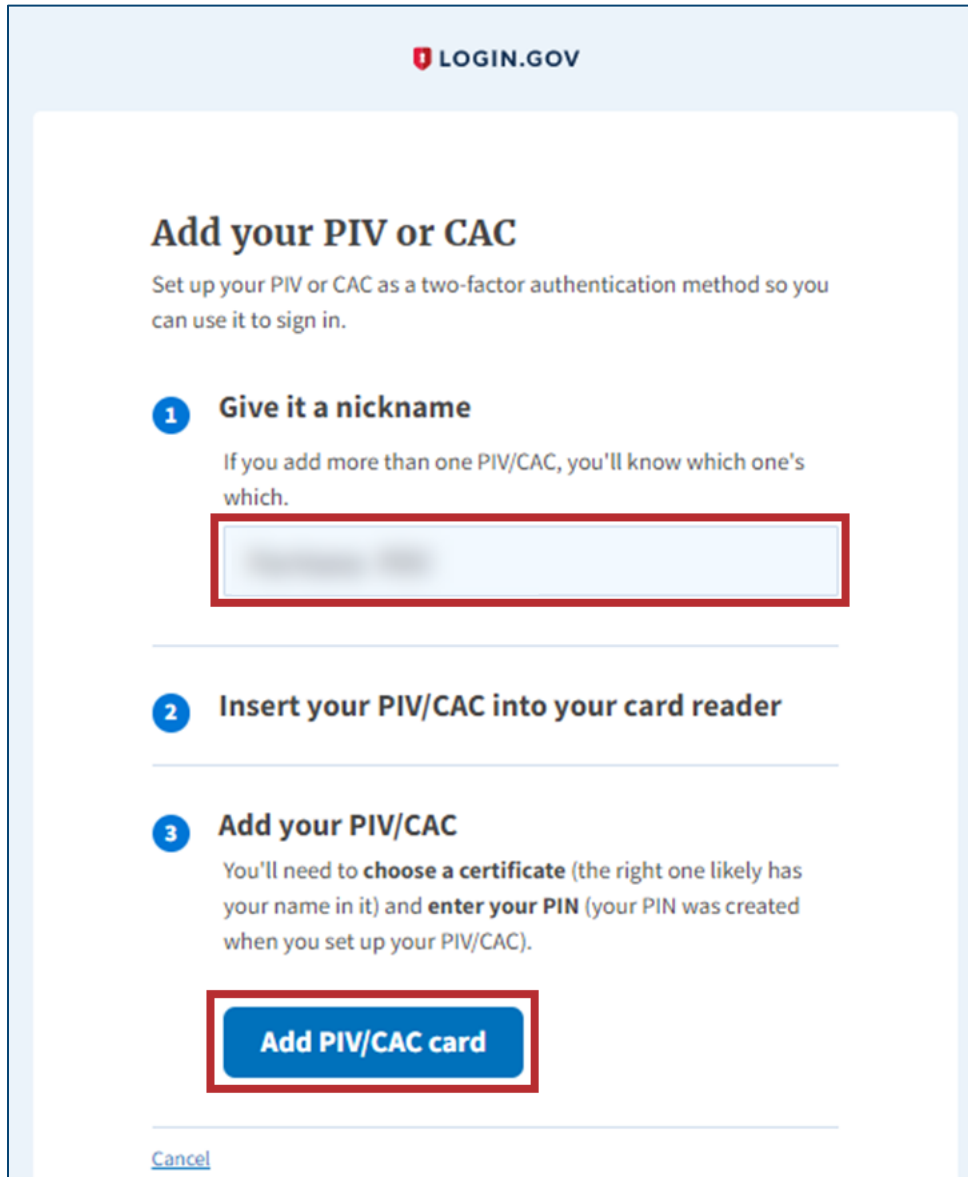
Add or Associate a Personal Identity Verification ID

Grantor users with a Login.gov account can add a PIV ID to the account by performing the following:

1. Navigate to www.Login.gov and click the **Login.gov** button in the top right corner.
2. Log into Login.gov.
3. On the Login.gov "Your account" screen, click the **Add Federal Employee ID** button in the *Two-factor authentication* section of the left menu bar.
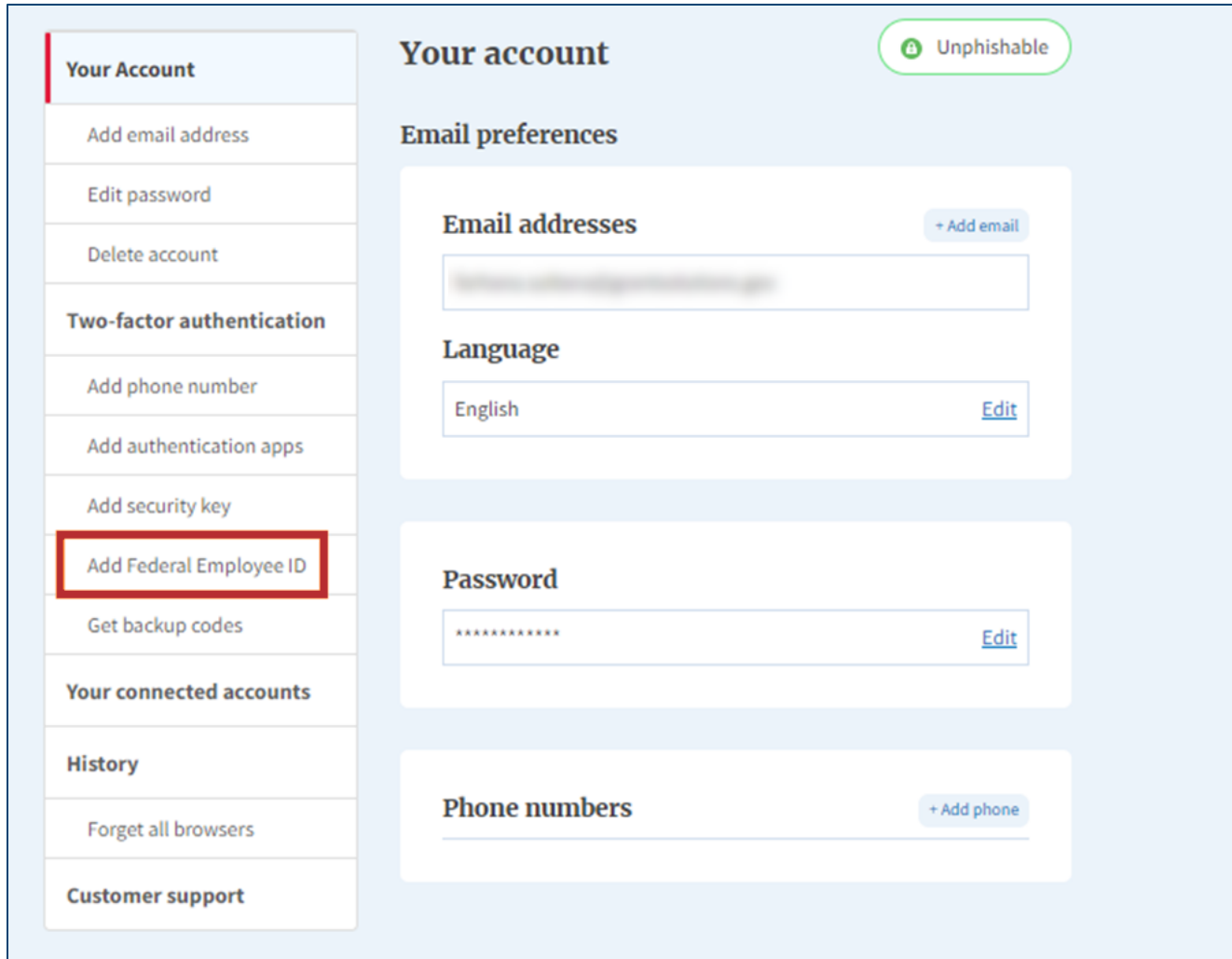
4. On the Login.gov "Add your PIV or CAC" screen, enter a nickname into the **Give it a nickname** text box, insert your PIV/CAC ID into a card reader, and click the **Add PIV/CAC card** button at the bottom.
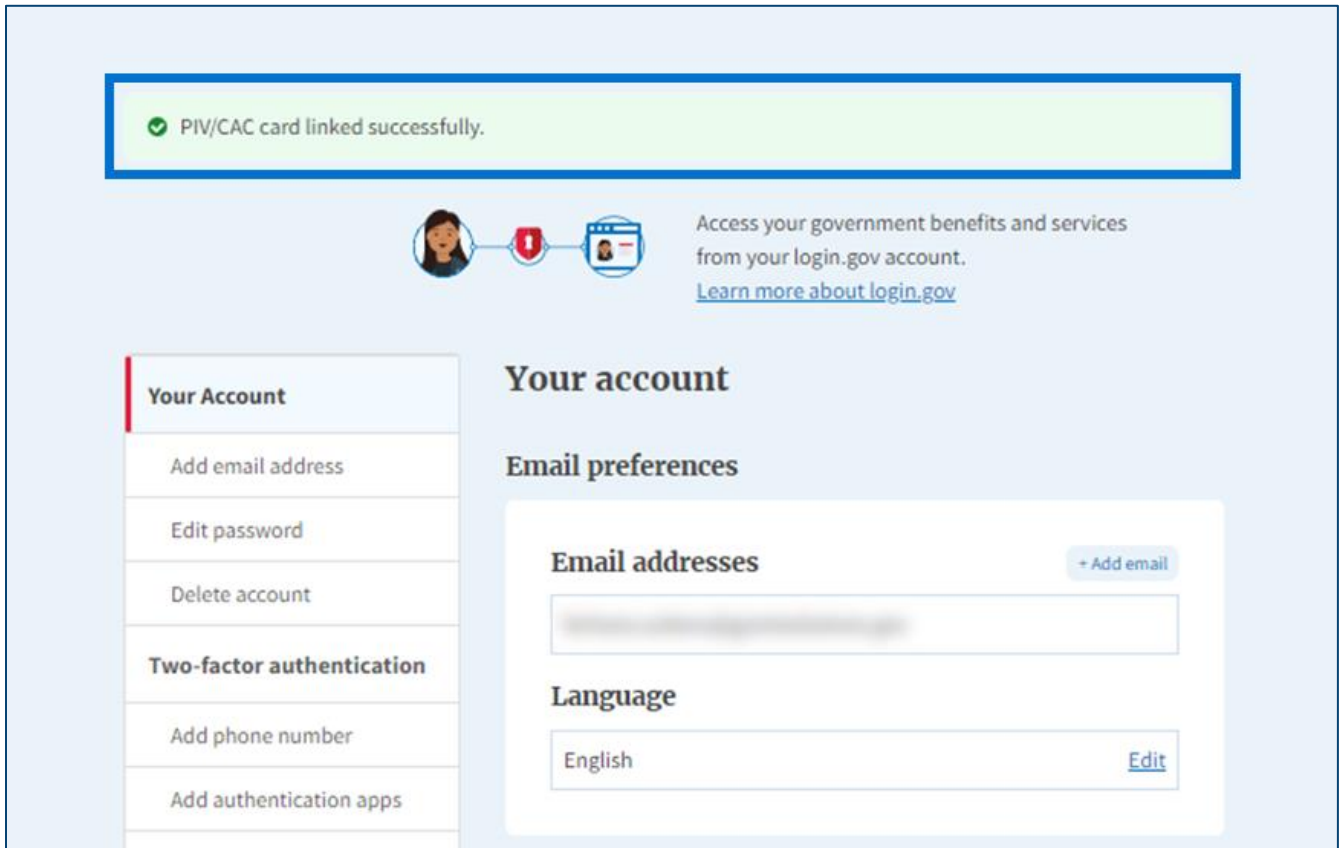
5. In the browser window, select the correct **PIV certificate** and click the **OK** button in the browser.
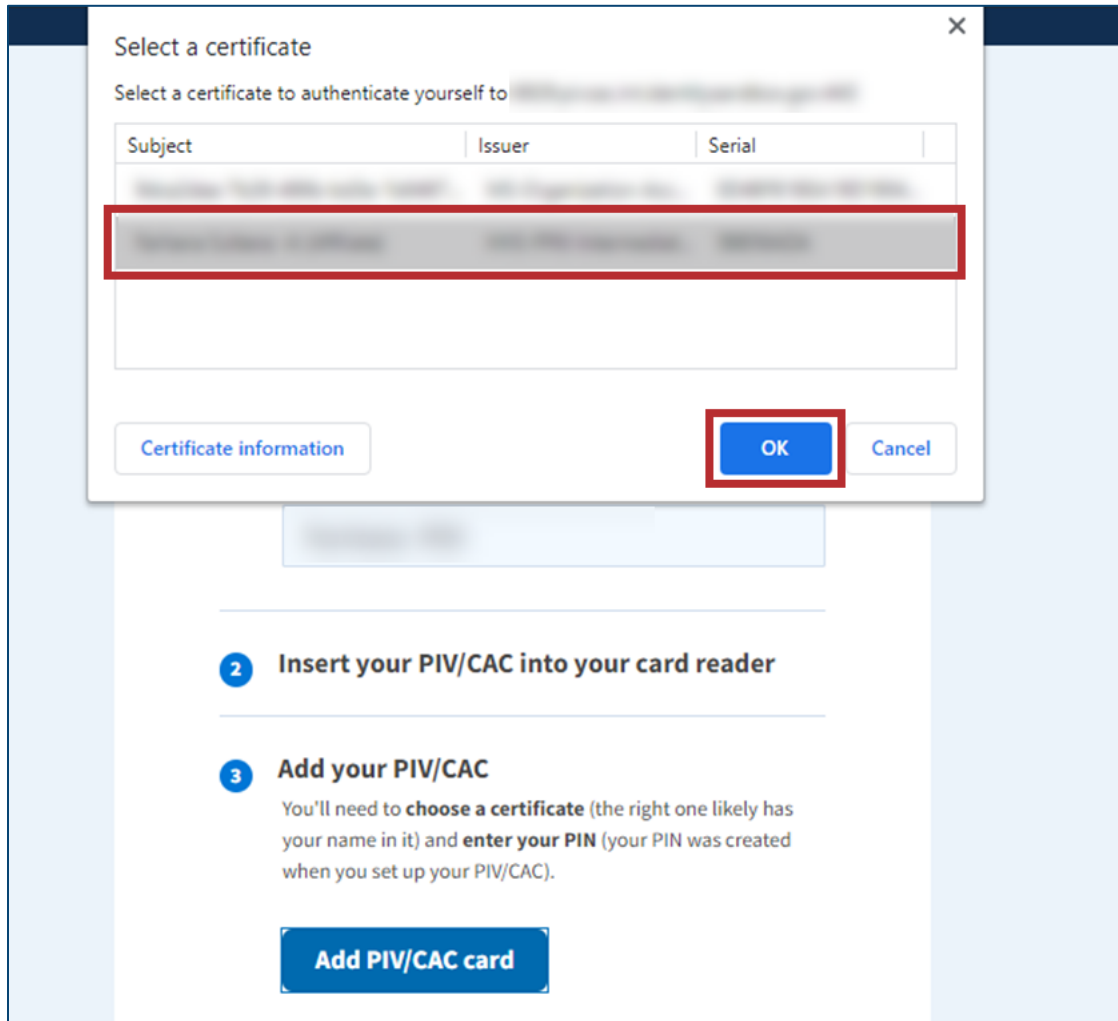
6. The Login.gov "Your account" screen reappears with the message, "PIV/CAC card linked successfully".

7. Sign in with your government employee ID.