

QUICK SHEET: ADD A GRANTSOLUTIONS EMAIL ADDRESS TO A LOGIN.GOV ACCOUNT

Audience: Grant Recipients

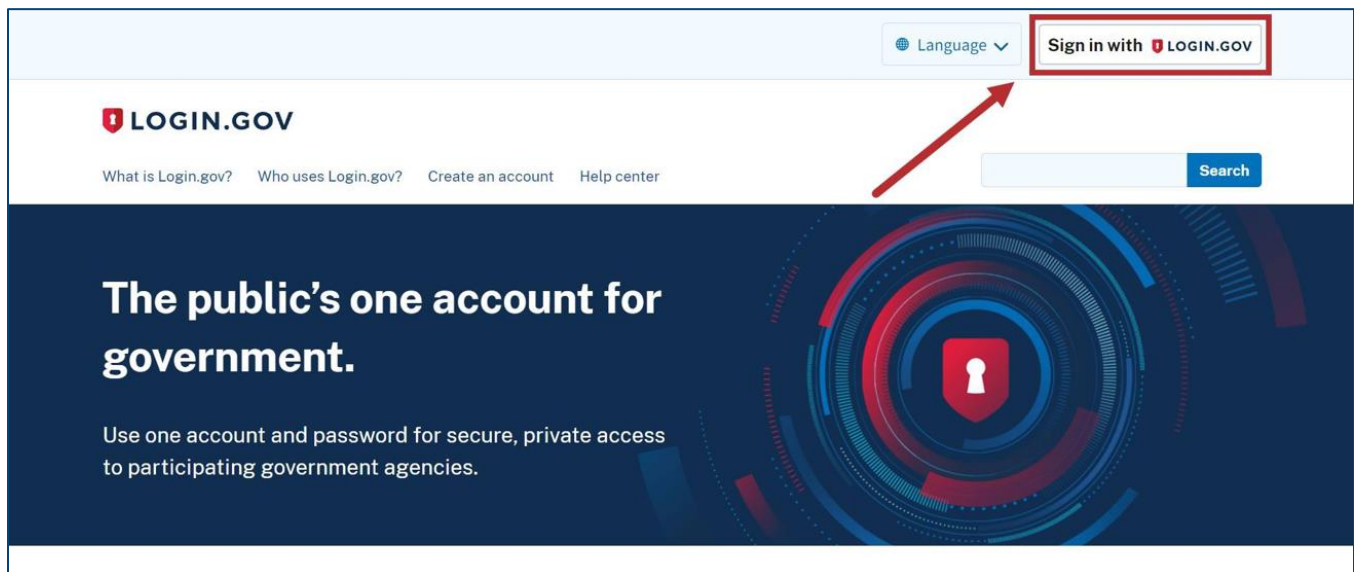
PURPOSE:

A Grant Recipient user with an existing Login.gov account can add an email address associated with a GrantSolutions account to the Login.gov account to access GrantSolutions.

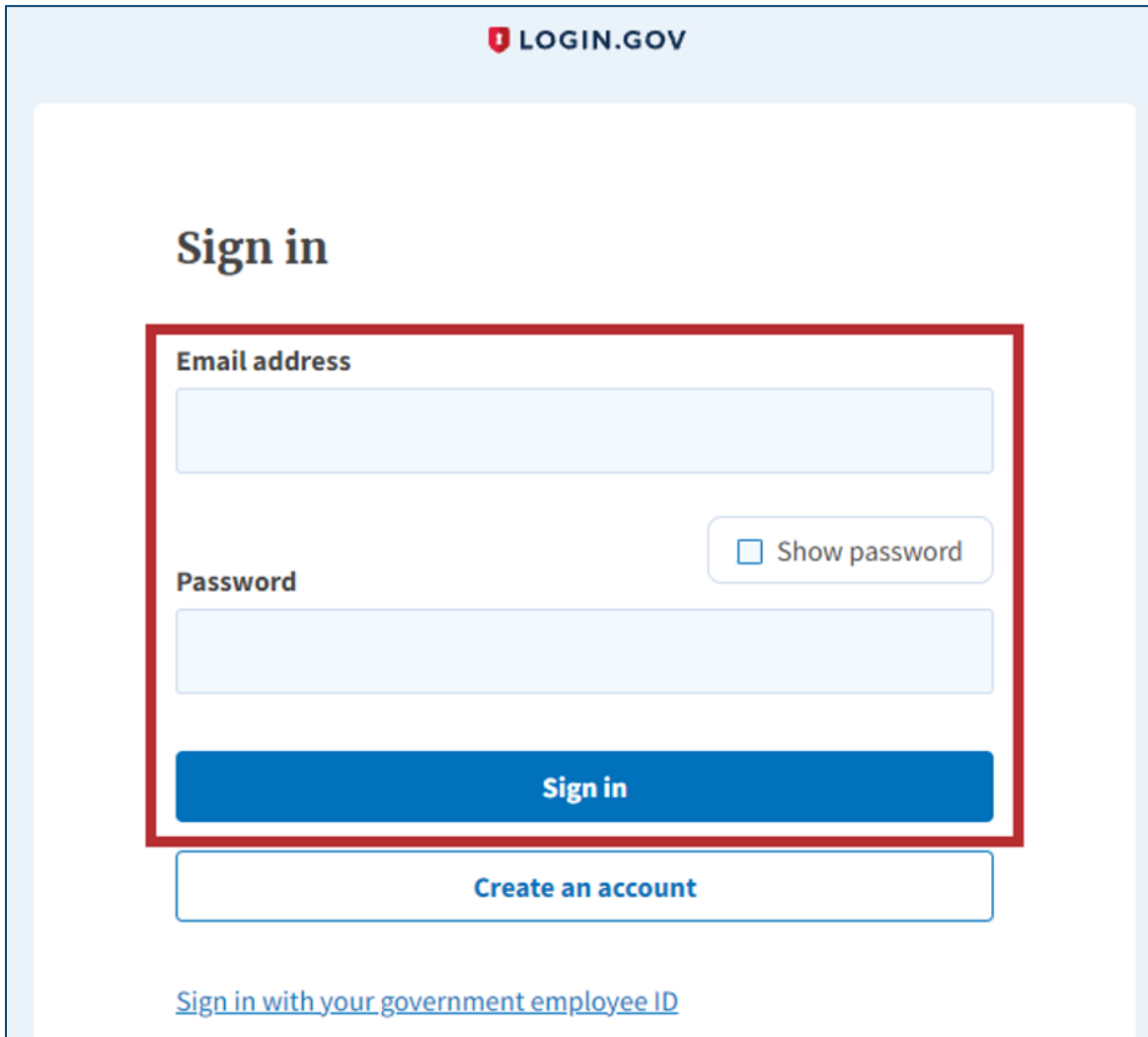
ADD GRANTSOLUTIONS EMAIL ADDRESS TO LOGIN.GOV ACCOUNT

If a Grant Recipient user has an existing Login.gov account, perform the following steps to add the email address associated with the GrantSolutions account to the Login.gov account:

1. From a browser such as Mozilla Firefox or Google Chrome, navigate to www.login.gov and click the **Sign in with Login.gov** button in the top right corner.



2. The Login.gov “Sign in” screen appears. Enter the existing Login.gov **Email address** and **Password** and click the **Sign in** button to log into Login.gov.



LOGIN.GOV

Sign in

Email address

Password ☐ Show password

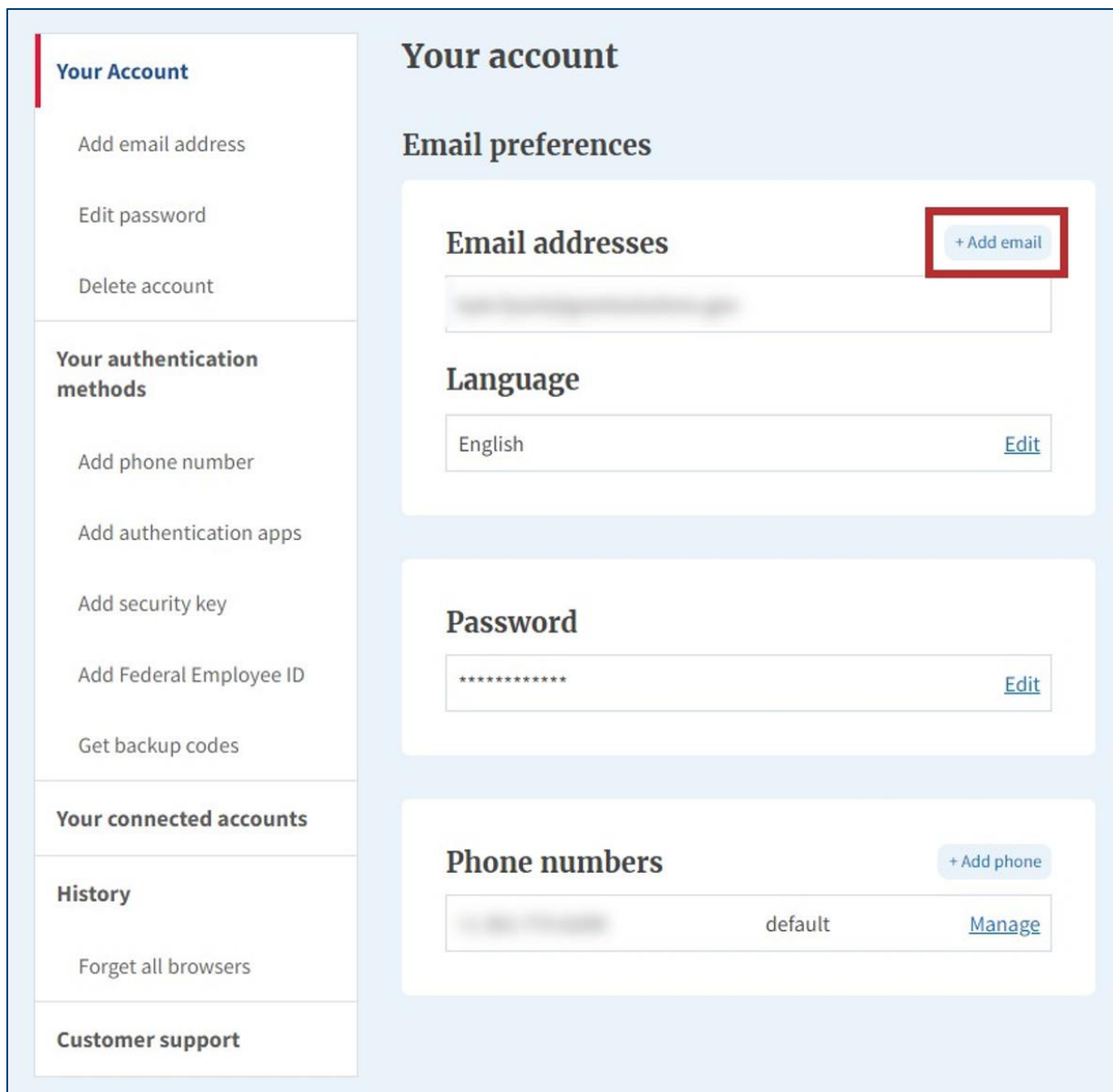
Sign in

Create an account

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

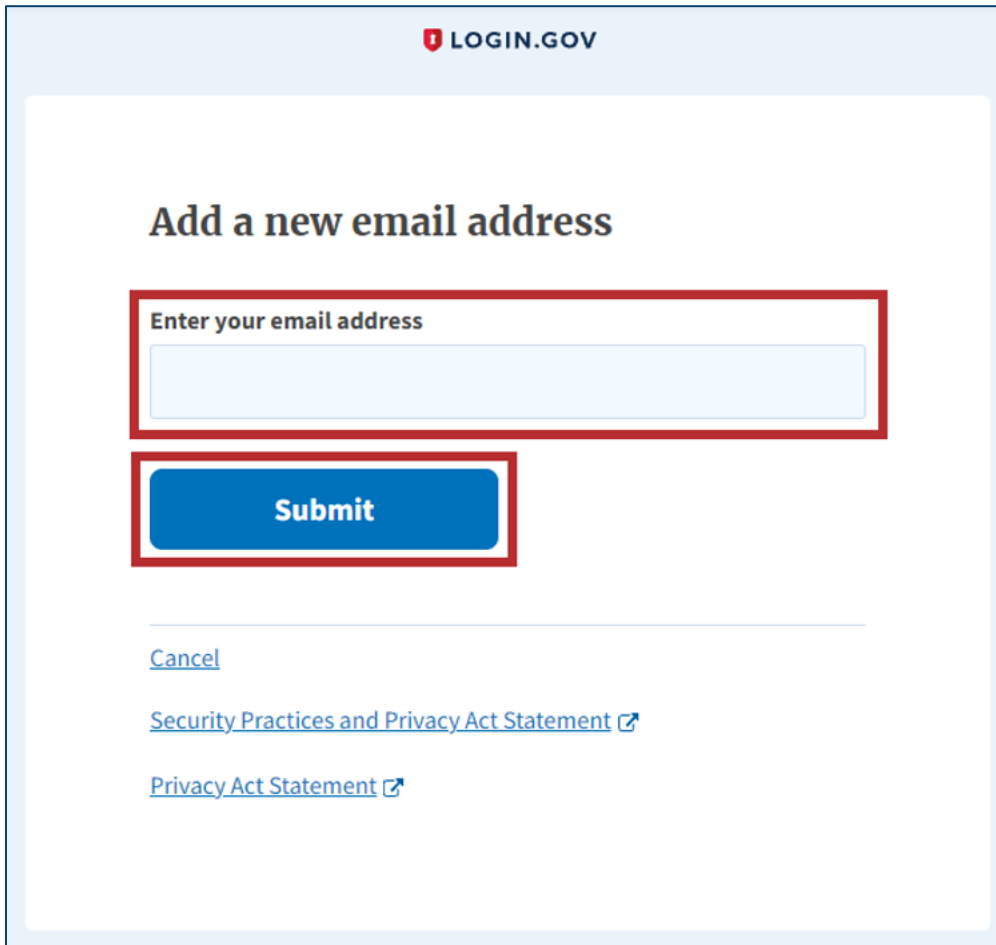
3. The Login.gov “Your account” screen appears. Email addresses currently associated with the Login.gov account appear in the *Email addresses* list of the *Email preferences* section.

To add the email address associated with the GrantSolutions account to the Login.gov account, click the **+Add email** button in the *Email preferences* section.



The screenshot shows the 'Your account' page on Login.gov. On the left is a sidebar with navigation links: 'Your Account' (highlighted), 'Add email address', 'Edit password', 'Delete account', 'Your authentication methods' (with sub-links: 'Add phone number', 'Add authentication apps', 'Add security key', 'Add Federal Employee ID', 'Get backup codes'), 'Your connected accounts', 'History' (with 'Forget all browsers'), and 'Customer support'. The main content area is titled 'Your account' and contains several sections: 'Email preferences' with an 'Email addresses' list (showing a blurred email) and a '+ Add email' button (highlighted with a red box), a 'Language' section (showing 'English' with an 'Edit' link), a 'Password' section (showing masked text with an 'Edit' link), and a 'Phone numbers' section (showing a blurred number as 'default' with a '+ Add phone' button and a 'Manage' link).

4. The Login.gov “Add a new email address” screen appears. Enter the **email address** associated with the GrantSolutions account in the *Enter your email address* field and click the **Submit** button.



LOGIN.GOV

Add a new email address

Enter your email address

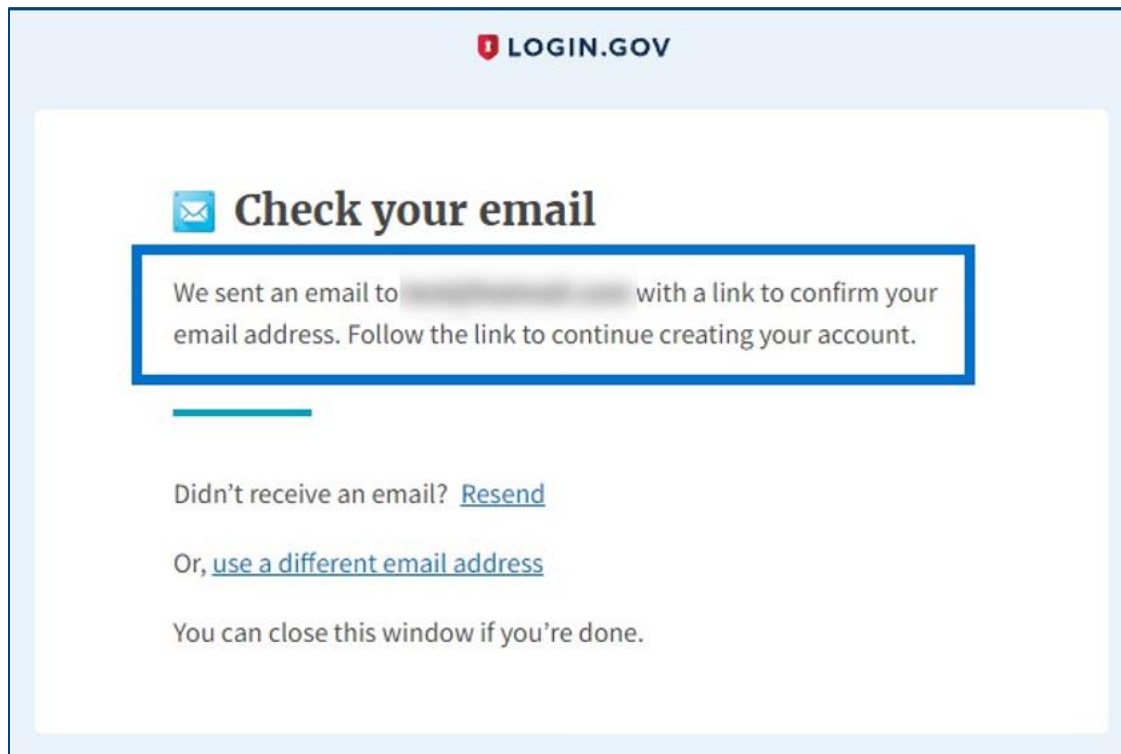
Submit

[Cancel](#)

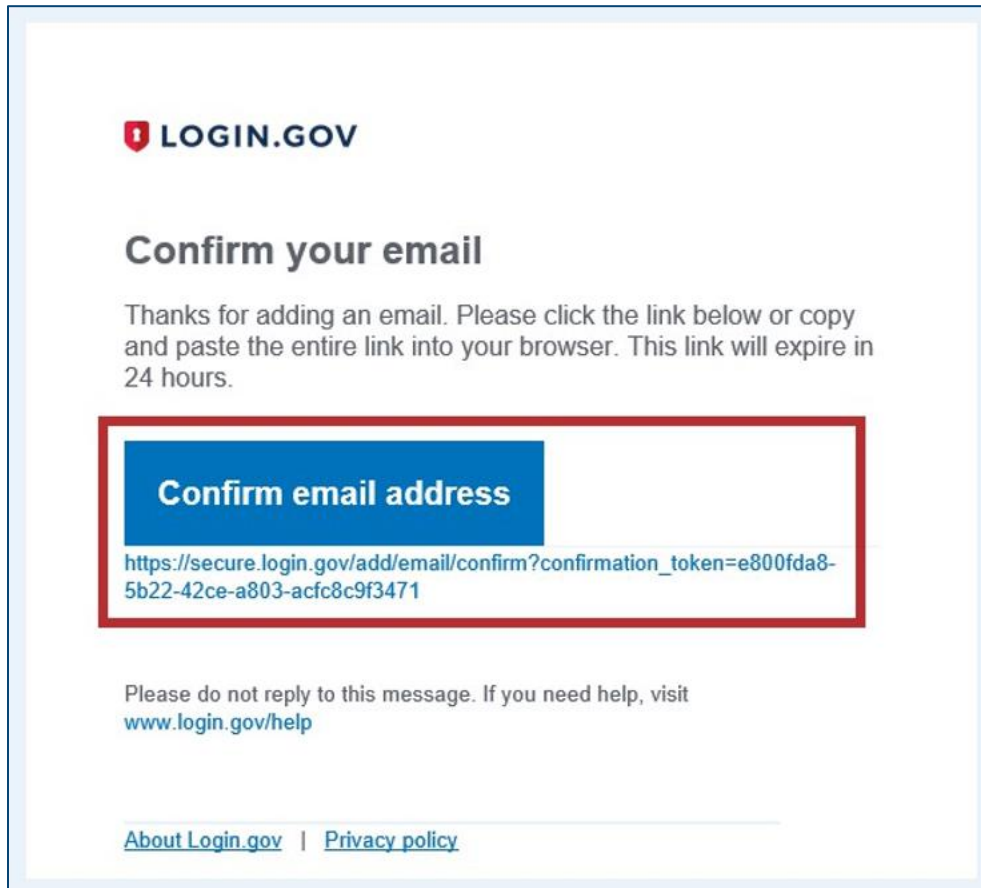
[Security Practices and Privacy Act Statement](#)

[Privacy Act Statement](#)

5. The Login.gov “Check your email” screen appears with a message that an email is sent to the user email inbox with a link to confirm the email address.






- The user receives an email from no-reply@login.gov with the subject “Confirm your email.” In the email, click the **Confirm email address** button or copy and paste the link below it into a browser.



- The Login.gov “Your Account” screen reappears with the message, “You have confirmed your email address.” The GrantSolutions email address is successfully added to the Login.gov account and appears in *Email addresses* list of the *Email preferences* section.

✓ You have confirmed your email address

Access your government benefits and services from your Login.gov account.

[Learn more about Login.gov](#)

Your Account

Add email address

Edit password

Delete account

Your authentication methods

Add phone number

Add authentication apps

Add security key

Add Federal Employee ID

Get backup codes

Your connected accounts

History

Forget all browsers

Customer support

Your account

Email preferences

Email addresses

[+ Add email](#)

[Redacted email address]	Delete
[Redacted email address]	Delete

Language

English
[Edit](#)

Password

[Edit](#)

Phone numbers

[+ Add phone](#)

[Redacted phone number]	default	Manage
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