

Grants.gov - Registration

Beginning Feb 21, 2022, users will be required to sign in to Grants.gov with their Login.gov credentials. For this, the user will need to have both Login.gov and Grants.gov accounts. Both accounts must be associated with the same email (preferred UMD account).

If you do not have one of the accounts, please register by following the instructions below.

[If you do not have Login.gov](#)

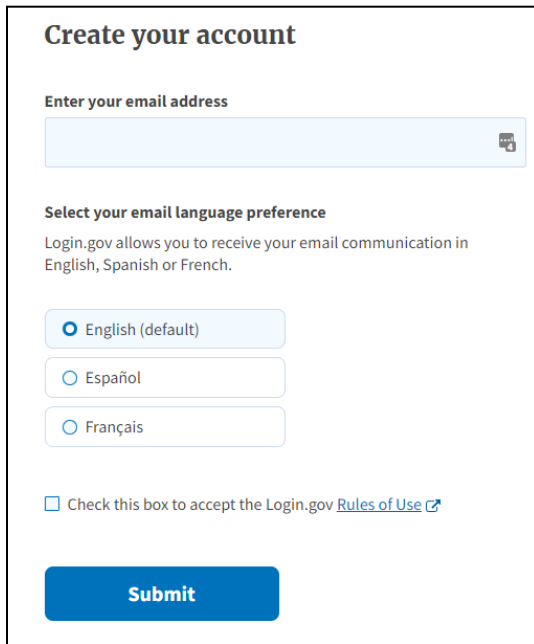
[If you do not have Grant.gov](#)

[How to change the email address in grants.gov](#)

Once you have both accounts, you will need to [link your grants.gov account to Login.gov account](#).

If you do not have Login.gov

1. Go to [Login.gov](#) to register.
2. Enter your UMD email > Select your email language setting > Click Submit



Create your account

Enter your email address

Select your email language preference

Login.gov allows you to receive your email communication in English, Spanish or French.

English (default)

Español

Français

Check this box to accept the Login.gov [Rules of Use](#)

Submit

3. Go to your email inbox for the confirmation email. If you do not see this email in your inbox, please check your spam box as well.
4. Click on the “Confirm your email” button on the email that you have received from the login.gov.
5. Create a password.
6. Configure your second layer of security from the options below.
 - a. Authentication App: Get codes from an app on your phone, computer, or tablet (e.g: Duo)
 - b. Phone: Get security codes by text message (SMS) or phone call
 - c. Backup codes: Login.gov will provide you 10 codes to use and keep in a safe place. You can use backup codes as your only authentication method if you don’t have any of the other options.

More information on how to create the login.gov account can be found [here](#).

If you do not have Grants.gov

1. Create Grants.gov Account
 1. Go to [grants.gov](https://www.grants.gov) to register.
 2. Click on the [Register] button in the upper right corner.
 3. Complete the information and click on the [Continue] button.
 - * are the required fields.
 - You may optionally subscribe to grant.gov alerts and newsletter.
 4. Confirm your registration by clicking on the [Send Temporary Code] button. This will send you an email with the temporary code. **Do NOT close this page.**
 5. Go to your email inbox for the temporary code. If you do not see this email in your inbox, please check your spam box as well.
 6. Enter the temporary code from the email into the Grants.gov page, then click on the [Continue] button.

More information on how to create a grants.gov account can be found [here](#).

Immediately After you register, affiliate your Grants.gov account to UMD

1. After you have completed your registration, you will see an option to add an organization to your profile.
2. Click on the Add Organization Applicant Profile option

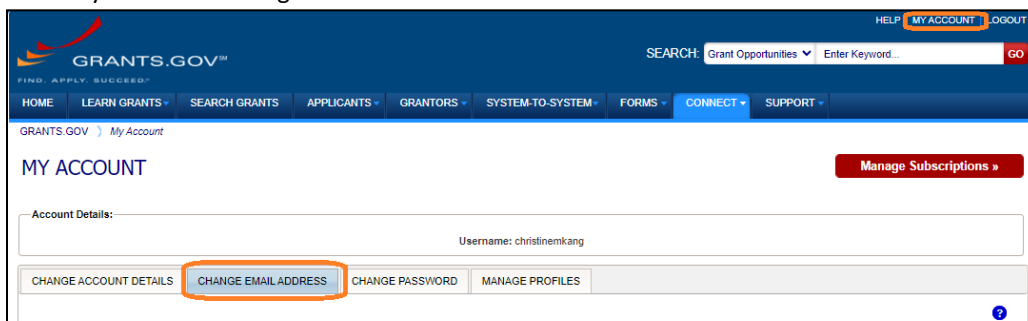


The screenshot shows the 'REGISTER' page on Grants.gov. A message states: 'Congratulations! Your Grants.gov Account was successfully created. If needed, you can add Applicant Profile(s) to your Account now. However, if you do not need a Profile or prefer to add your Profile(s) later, you can Continue to your Grants.gov logged in features.' Below this, a section titled 'How would you like to proceed?' has three radio button options. The second option, 'Add Organization Applicant Profile - Affiliates you with an Organization and with additional access allows you to apply for Opportunities on behalf of the Organization', is selected and highlighted with an orange box. Below this, a form titled 'Please complete to Add an Organization Profile and click Save:' contains three input fields: 'UEI:', 'Profile Name:', and 'Job Title:', each with a red asterisk indicating it is a required field. These fields are also highlighted with an orange box. A 'Save' button is located at the bottom right of the form area.

3. Enter the UEI: NPU8ULVAAS23
4. Enter Profile Name: Your Full Name
5. Enter the Job Title: Your Job Title
6. Then click [Save] button

How to change your email address in grants.gov

Go to My Account > Change email address > insert New email > Click Continue.

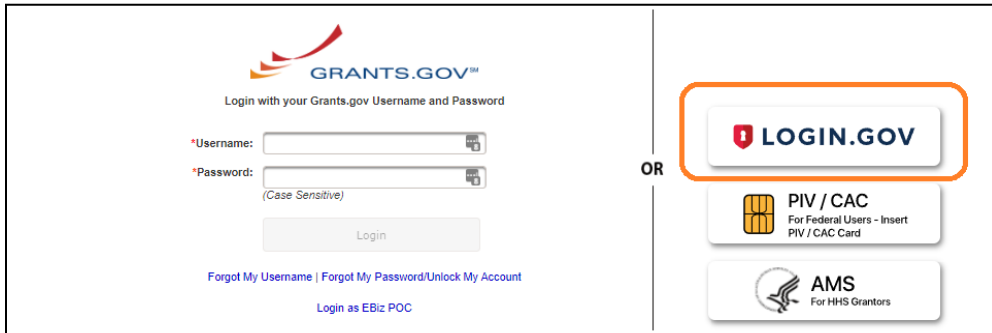


The screenshot shows the 'MY ACCOUNT' page on Grants.gov. The page header includes the Grants.gov logo, a search bar, and navigation links like 'HOME', 'LEARN GRANTS', 'SEARCH GRANTS', 'APPLICANTS', 'GRANTORS', 'SYSTEM-TO-SYSTEM', 'FORMS', 'CONNECT', and 'SUPPORT'. The main content area is titled 'MY ACCOUNT' and includes a 'Manage Subscriptions' button. Below this, there is a section for 'Account Details' showing the username 'christinmkang'. At the bottom of the account details section, there are four buttons: 'CHANGE ACCOUNT DETAILS', 'CHANGE EMAIL ADDRESS', 'CHANGE PASSWORD', and 'MANAGE PROFILES'. The 'CHANGE EMAIL ADDRESS' button is highlighted with an orange box.

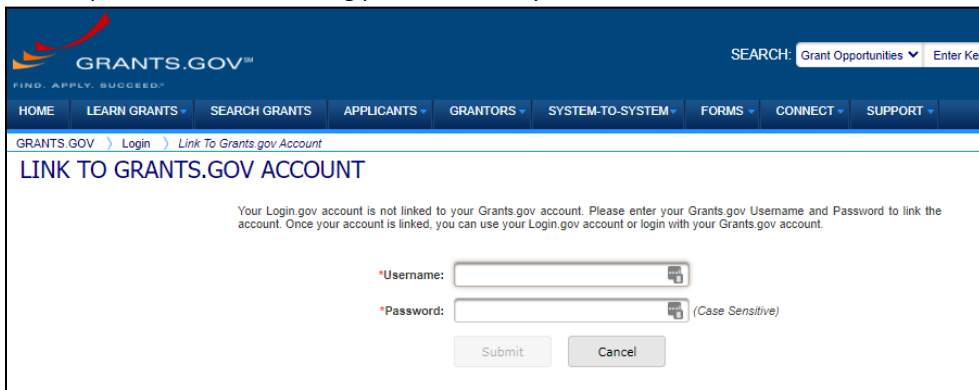
Linking Grants.gov and Login.gov Accounts

Once you have both a grants.gov account and a Login.gov account with the same email address:

1. Click the Login.gov button on the [Grants.gov login screen](#).



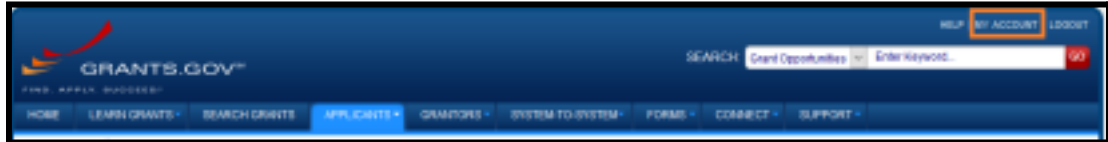
2. Complete the login process on Login.gov using your Login.gov username (your email address) and password.
3. You will then be directed back to Grants.gov to log in with your Grants.gov username and password. This will complete the account linking process and only needs to be done once.



After this, when you return to Grants.gov, use the Login.gov button and enter your Login.gov account username (your email address) and password.

Linking Organization after creating the account

1. If you did not have an option to link the organization to your account or you missed that step, click on the [MY ACCOUNT] link on the right top corner of Grants.gov page.



2. Click on the [Manage Profiles] tab, then click on the [Add Profile] button to add an organization.

Account Details: Username: crkang1

CHANGE ACCOUNT DETAILS CHANGE EMAIL ADDRESS CHANGE PASSWORD **MANAGE PROFILES**

Profile Details: NOTE: There are currently no profiles associated with this account. Please click the Add Profile button to continue.

Add Profile

3. Enter the UEI: **NPU8ULVAAS23**
4. Enter Profile Name: Your Full Name
5. Enter the Job Title: Your Job Title
6. Then click the [Save] button.
7. Once it is completed the page will refresh and the organization's UEI will be shown.

Account Details: Username: crkang1 Current Profile: My Applicant Profile(s)

CHANGE ACCOUNT DETAILS CHANGE EMAIL ADDRESS CHANGE PASSWORD **MANAGE PROFILES**

Profile Details: Add Profile

Profile Name	UEI	Type	Job Title	Role(s)	Actions
Christie Kang	7808342890000	Organization Applicant	eRA admin	None	Edit Delete

- The UMD AOR (Authorized Organization Representative) will need to assign a role to your account. This process may take up to 1-2 business days.