WebGrants Instructions for Accessing your Grant

Logging into the WebGrants System

Sign into Web Grants
Url: Enter Current URL here

On the Login Page
Click on User ID on the left side of your page under Login
Enter your User ID
Enter your Password
Click on 'Sign In'

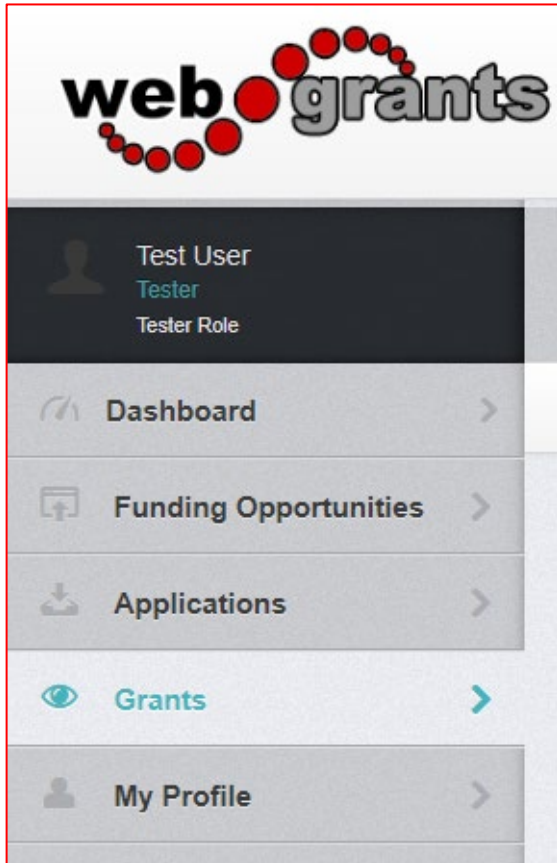**Note:** Use the WebGrants Menu, not the Browser Menu
WebGrants is compatible with many different browsers; please feel free to use the browser of your choice.
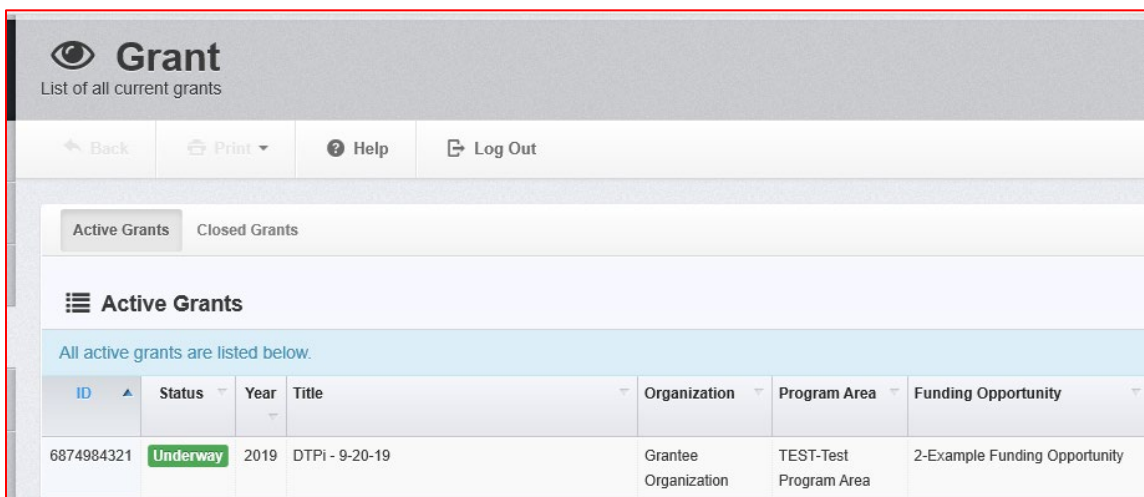Read the Instructions on the screen for navigating in the system.

From the Side Menu:
Click on 'Grants'

Select the Grant you would like to access in the 'Active Grants' listing.
If you need to access a closed grant, click on the 'Closed Grants' tab.

Once you have selected the Grant, you will be directed to the Grant Components.

☰ Grant Components

The grant forms appear below. You can define your own alerts in the Alerts section

Component	Last Ed
General Information	Sep 30,
Status Reports	Oct 10,
Multi and Grid Budget	Oct 10,
Claims	Oct 1, 2
Contract Amendments	Oct 22,
Site Visits	Oct 1, 2
Contract	Oct 22,
Named Attachment	-
Encumbrances	-
Correspondence	-
Funding Opportunity	