Quick Sheet: New Home Page Overview

Audience: Recipient

INTRODUCTION

The GrantSolutions "Homepage" allows users to view the GrantSolutions Services available to them. From the "Homepage" users can view the *Global Menu*, *Information Header*, and *Homepage footer*, as well as access GrantSolutions Ecosystem Services.
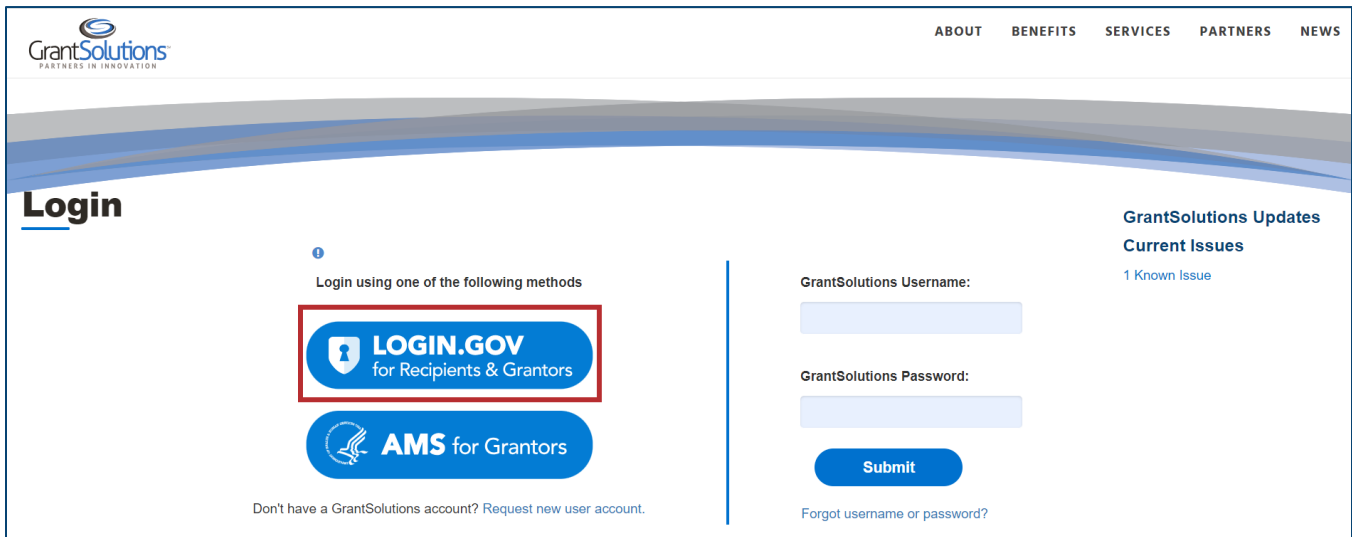
LOGIN

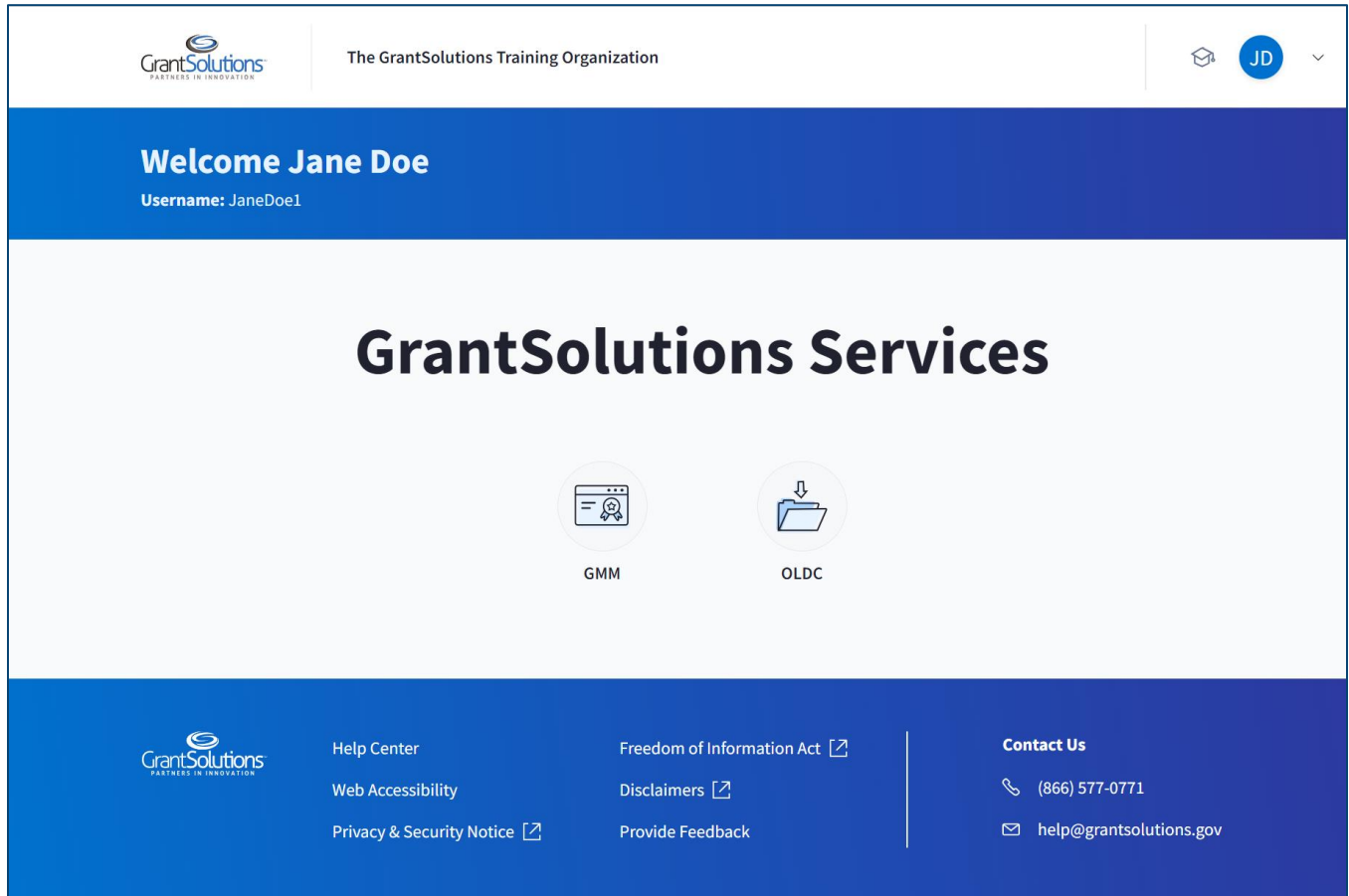To access the "Homepage" in GrantSolutions, follow the steps below:

1. From a browser such as Google Chrome, navigate to www.grantsolutions.gov and click the **Login** button.
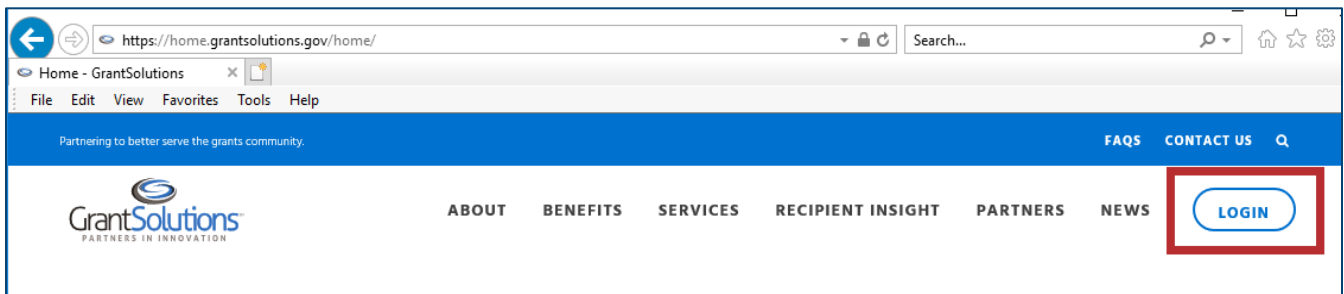
2. The "GrantSolutions Login" screen appears. Click the **Login.gov for Recipients** button and log in using your Login.gov account.

The "Homepage" appears.

The GrantSolutions Training Organization

Welcome Jane Doe
Username: JaneDoe1

GrantSolutions Services

GMM

OLDC

Help Center   Freedom of Information Act ↗   **Contact Us**

Web Accessibility   Disclaimers ↗   📞 (866) 577-0771

Privacy & Security Notice ↗   Provide Feedback   ✉ help@grantsolutions.gov

HOME PAGE NAVIGATION

On the "Homepage", users can find the global menu, information header, GrantSolutions services, and the homepage footer.

Global Menu

To return to the GrantSolutions Public Website, click the *GrantSolutions* logo at the top left of the screen.
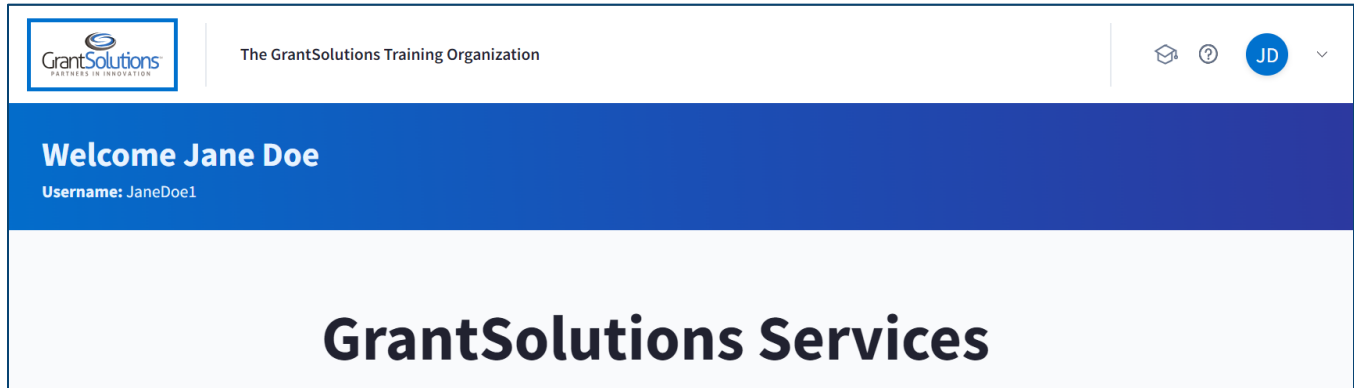
The organization name is next to the *GrantSolutions* logo. The organization name is populated from the organization field in GrantSolutions.
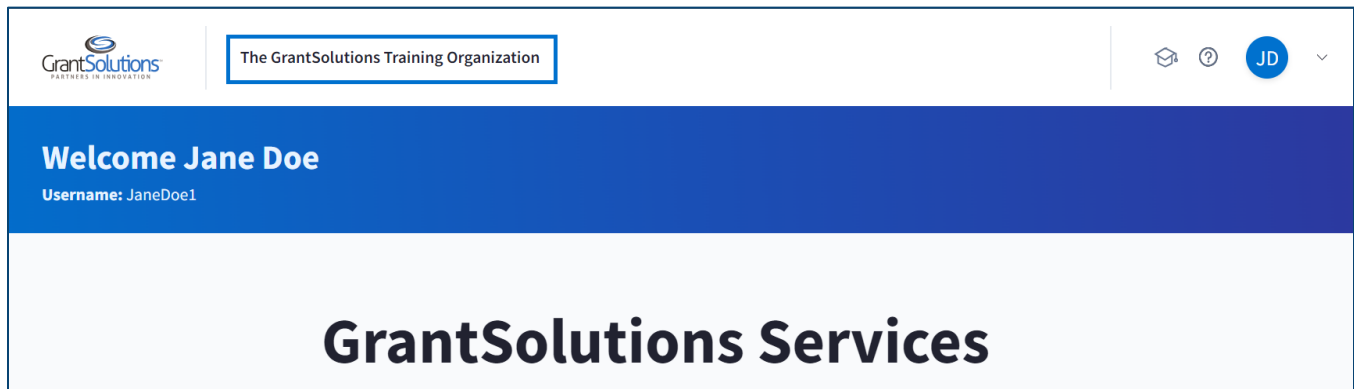
To access training resources, click the *Training Resources* icon.

The *Training Resources* drop-down appears with the *Interactive Training* and *Support and Documentation* options. Select the *Interactive Training* option to access computer-based training or select the *Support and Documentation* option to access the "Federal Support and Reference" screen. When choosing either option, a new window will appear.
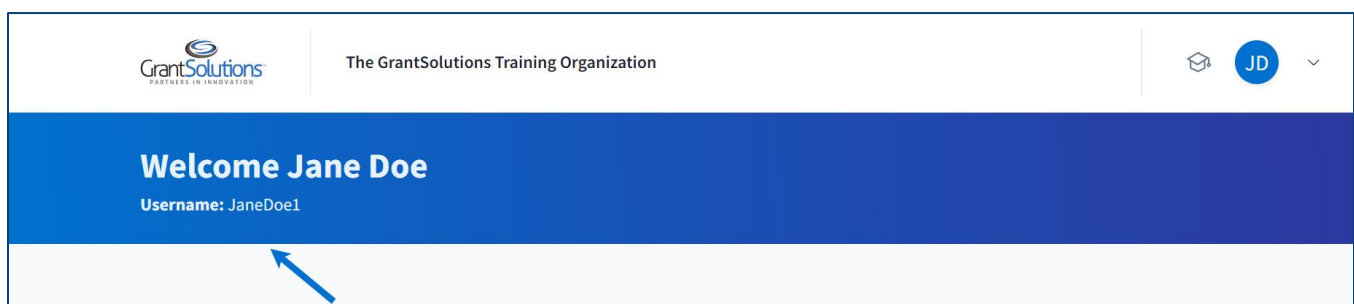

Click the *initials icon* drop-down to access *My Profile, Provide Feedback,* or *Log Out of GrantSolutions*.
**Note:** The Initials icon displays the user's first and last initials.
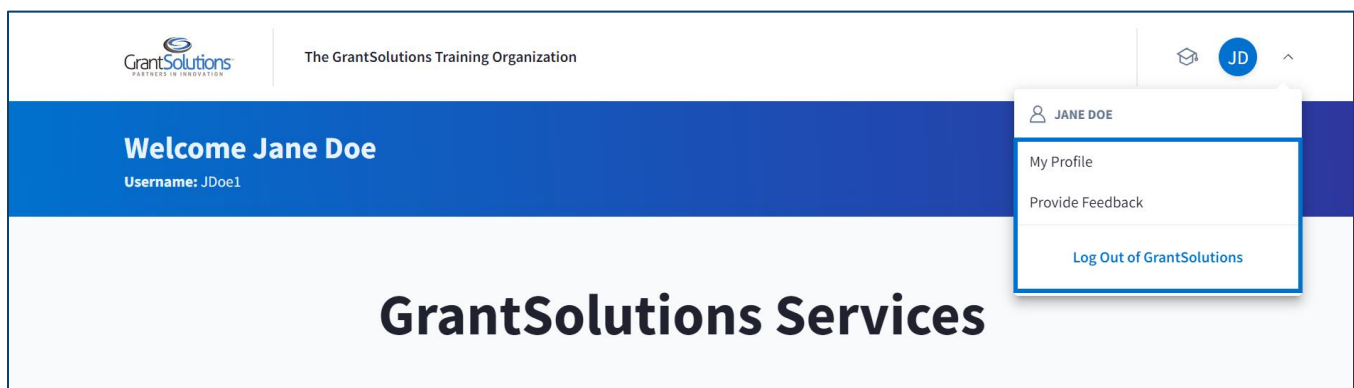
Information Header

In the information header, the user's first name, last name, and username appear.

Homepage Footer

The home page footer can be found by scrolling to the bottom of the screen. The homepage footer contains the *Help Center, Web Accessibility, Privacy & Security Notice, Freedom of Information Act, Disclaimers, and Provide Feedback* hyperlinks. The home page footer also contains GrantSolutions contact information (email address and phone number).
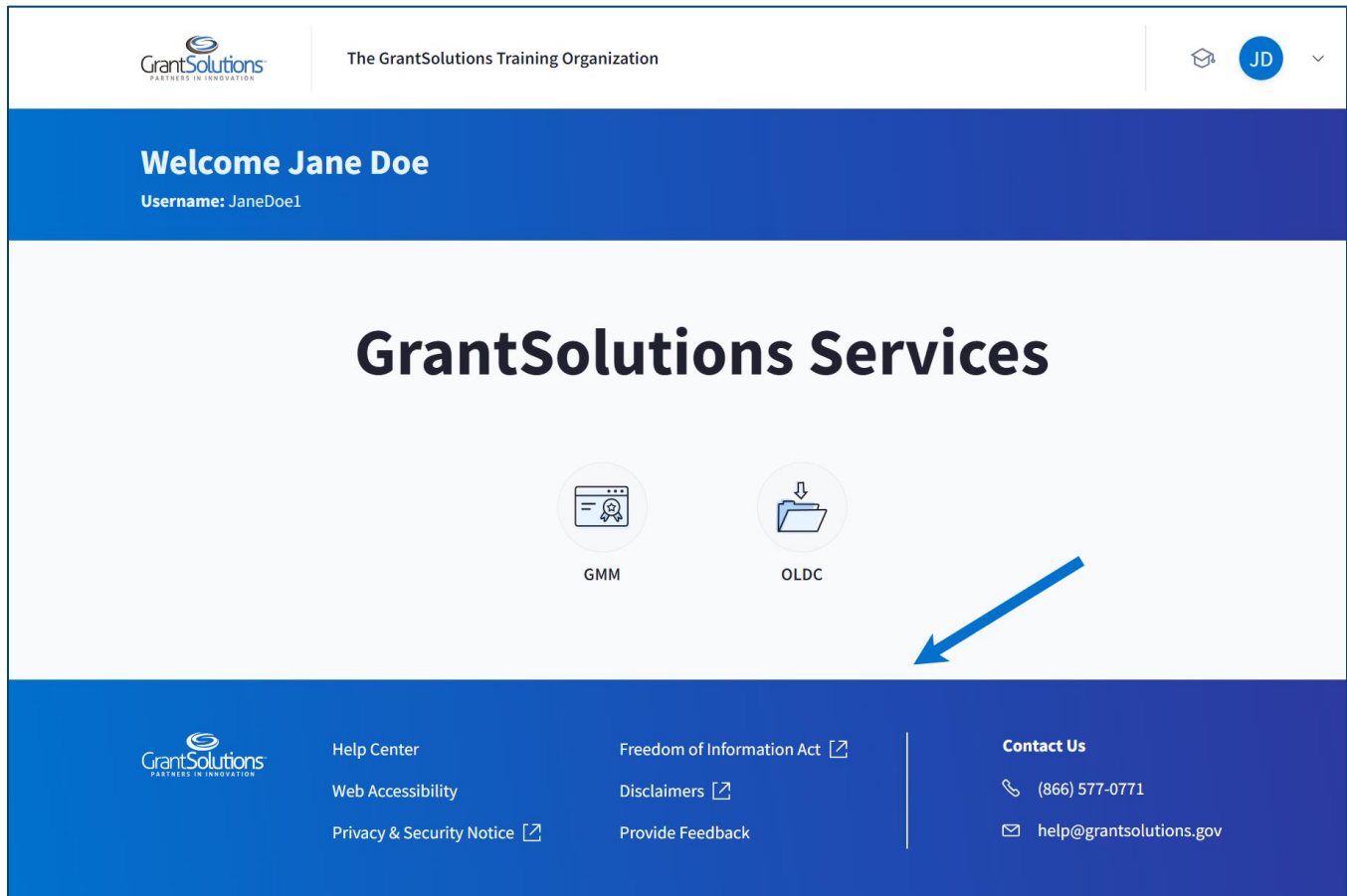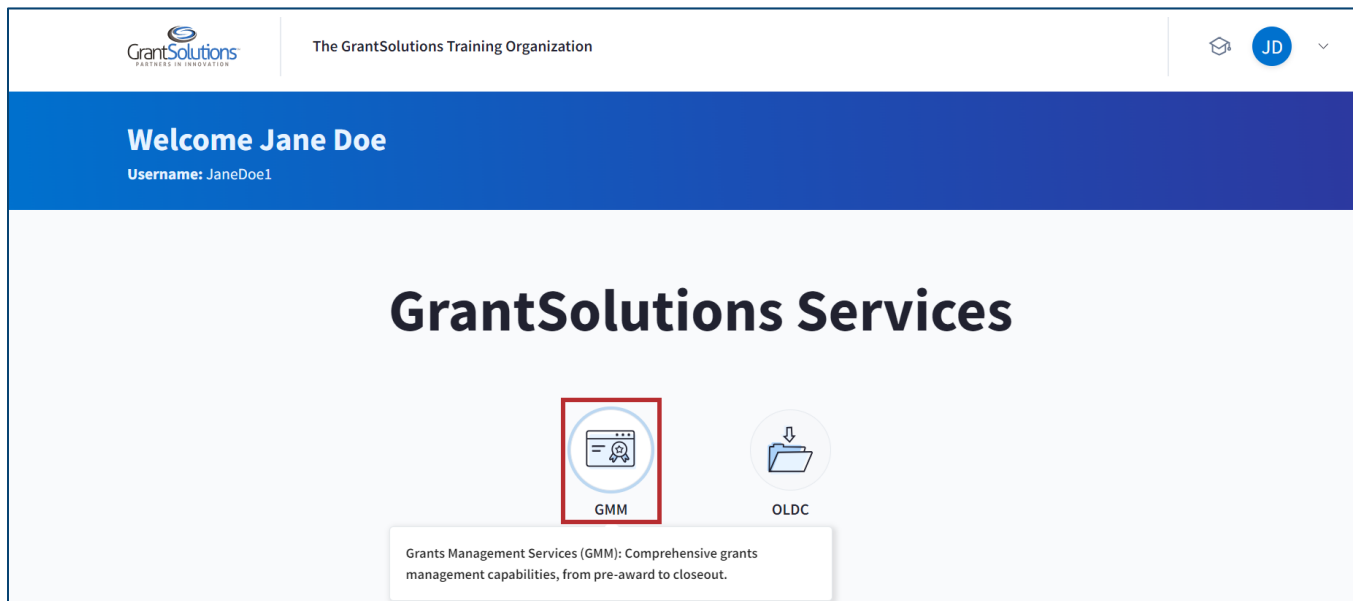
ACCESSING GRANTSOLUTIONS ECOSYSTEM SERVICES

From the Home page, icons are available based on the services that a partner subscribes to. Users may access several services based on their office assignment and roles for each system. To access a service, click on the icon associated with the desired service. The example below demonstrates how a user can access GMM from the homepage.
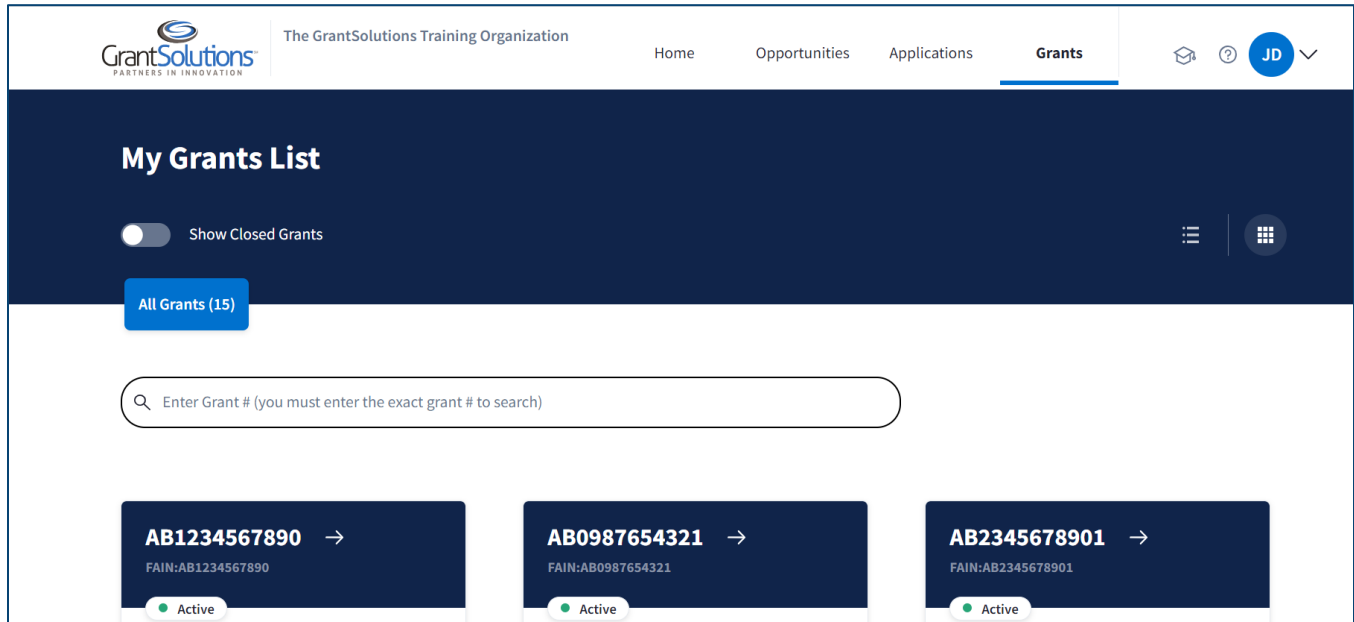
1. To access the Grants Management System (GMM), click the **GMM** icon.

Note: If a user hovers over an icon, on-screen help text appears. The on-screen help text provides users with a description of the service so that they understand which service they are accessing.

The "My Grants List" screen appears.

Note: When a user selects an item and a new window opens, the GrantSolutions window remains active when the user is active in any of the windows for more than 30 minutes. Users will receive a warning message 5 minutes before being automatically logged out of the GrantSolutions Ecosystem.

Logout of GrantSolutions

To log out of the system, follow the steps below:

1. Click the **initials icon** drop-down and select **Log Out of GrantSolutions.**
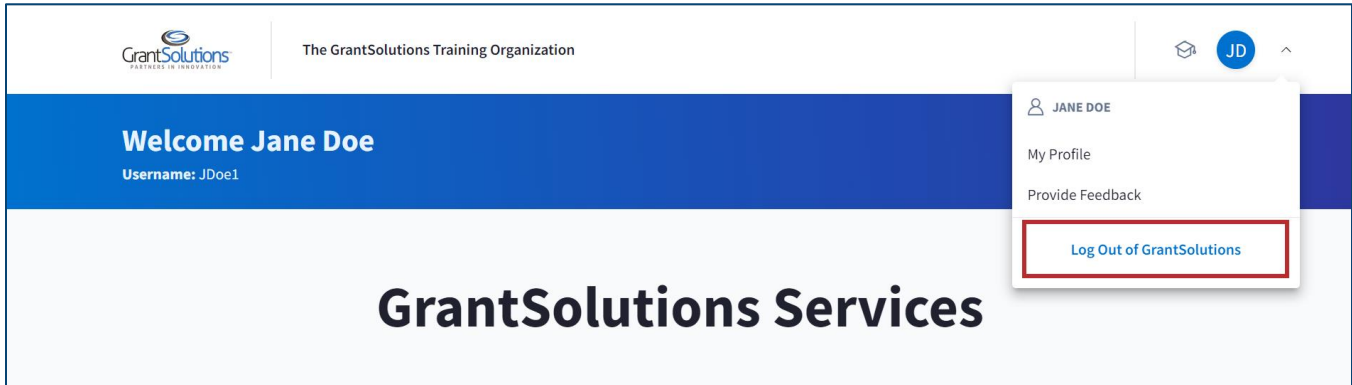
2. The "Log Out of GrantSolutions Services" confirmation window appears. Click the **Log Out** button to log out of the GrantSolutions ecosystem.

Note: To cancel the logout process and remain in the GrantSolutions ecosystem, click the *Cancel* button.