

CRIS and NC Grants Access Authorization Form

The new Grant Management System requires a User ID and Password for access in the system. Complete the following form and return it via email to **Grants-OSBM@osbm.nc.gov**.

First Name: _____ **Last Name:** _____

Agency: _____

Title: _____

Telephone: _____

Email: _____

User ID (for current DOT Grant System Users): _____

(If you are a current user of the DOT Grant System, please enter your User ID above. You do not need to enter a Secure 8-digit number below.)

Secure 8-digit number: _____

(If you forget your password, you will need this 8-digit number to retrieve your information so please select a number you will remember. **Do not enter your birthday as the 8-digit number.**)

Once you complete and submit this form, you will be emailed your personal User ID and temporary password to access the system. You must create a new password prior to logging into the Grants Management System for the first time.

This is a role based authorization system. Please **select just one** of the appropriate roles listed below.

Create and Maintain CRIS Programs (includes the Federal Grants Registry)

Create and Maintain NC Grants Awards

Both (Create and Maintain NC Grants and CRIS Programs (includes the Federal Grants Registry))

OSBM Administrator

Note: Select one role only.

OSBM Use Only

Agency ID Number: _____

Print Name: _____

Signature: _____

Date (mm/dd/yyyy): _____