Obtaining a Grants.gov Account for Workspace

RA Support Quick Reference Guide
Registration

First-time users must register to create a Grants.gov account by visiting https://www.grants.gov/

You will then be brought to the form page at: https://apply07.grants.gov/apply/register.faces
Complete the form as indicated. Required fields are denoted by an asterisk.

For Username, your Kerberos name is recommended.

*Note on password creation: Choose a password that contains at least eight characters, a lowercase and uppercase letter, a number, a special character (such as ! $ _ #), and no words than can be found in a dictionary.

When complete, click Continue.
After you click Continue, click

Check your email for the code that will be sent from DoNotReply@grants.gov and enter the code in the field provided.

You now have an account with Grants.gov.
Choose **Add Organization Applicant Profile**, enter MIT’s UEI Number E2NYLCDML6V1, and then your job title.

Click **Save** to complete the profile creation process. This action sends your request to the RAS team that reviews and grants the Workspace role of **Workspace Manager**.

Once approved, you are then ready to either be added to or create a Workspace.
Questions?

Contact: ra-help@mit.edu