

When signing up for Web Grants:

An external user will need to have an ND Login to access WebGrants. Notes with links to ND Login assistance are on the Announcements section of the login page. This is page one of this document.

1. User will set up a new ND Login account IF they do not already have one. (Many have ND Login accounts for Game & Fish, Parks, or other State applications.)
2. User will need to verify both email and phone number on the ND Login account when it's created.
3. User will log into WebGrants and register their account. The user will receive the email below. Parks Admins will need to approve the user within WebGrants.

Important: Make sure that you pick the **Recreational Trails Program** funding opportunity!

The sign in screen will look like this.

Please DO NOT use Backspace in non-text fields. Pressing Backspace key may navigate you to the previous page.

Business/Organization Account Details

Business/Organization accounts should only be used for online services related to the business or organization you represent

Login Details

*User ID:

*Password:

*Confirm Password:

Business/Organization Information

*Business Name:

*Contact Name: First MI Last Suffix

*Address 1:

Address 2:

Address 3:

*City, State, Zip (555554444)

*Country:

*Business Phone: (2223334444) Ext.:

Account Recovery Setup

Email

*Business Email:

An activation code will be sent to your email address. Use the activation code to complete setup for email recovery option.

Optional Cell Phone Recovery Option

Cell Phone Number:

An activation code will be sent to your cell phone. Use the activation code to complete setup for cell phone recovery option.

[More Information](#)

Message and data rates may apply.

Security Questions

*Question 1:

*Answer 1:

*Question 2:

*Answer 2:

Please fill out this information when signing in. Once finished, you will be receiving an email that looks like this.

WebGrants - North Dakota - New User Registration



grantinfo@nd.gov
To ● Berger, Karlynn K.

**** Do Not Respond to This Email ****

Dear Ttester Parks,

Thank you for registering with WebGrants - North Dakota.

Your registration is currently under review.

Registration review may take several business days.
Thank you for your patience.

It may take a couple of days for the parks admin to approve access. Once Park Admins have approved the user, they will receive this following e-mail.

WebGrants - North Dakota - Approved Registration



grantinfo@nd.gov
To ● Berger, Karlynn K.

**** Do Not Respond to This Email ****

Dear Ttester Parks,

Your new registration with WebGrants - North Dakota has been Approved.

You may now log into the WebGrants system at the following location:
<https://grants.nd.gov>

4. Once Parks Admins have approved the user, they will be able to log into WebGrants with their ND Login information.

For further questions or help, please contact Char Langehaug at (701) 328-5364 or cbinstock@nd.gov.

1600 East Century Ave. Ste. 3 | Bismarck, ND 58503

PHONE: 701-328-5357 | FAX: 701-328-5363 | EMAIL: parkrec@nd.gov | WEBSITE: www.parkrec.nd.gov

Important Additional Information: External User Sign-in for Web Grants

You MUST follow the steps below PRIOR to logging into WebGrants!

WebGrants will not allow access until AFTER you have:

1. Log into the NDLogin app to confirm account exists or to unlock your existing account: [NDLogin Link](#)
2. If a successful login, set the recovery phone number and request a verification text to activate the account (The security phone number is not required when setting up an ND Login account, but if not populated you can't log in to WebGrants).
3. Once completed, you should enter your NDLogin login credentials to log into WebGrants

If you already have a North Dakota login that works with other ND apps, you do not need to create a new account!

If you do not have an existing NDLogin you MUST set one up prior to logging in to request access to WebGrants.

[There is a video detailing how to log into Web Grants on the sign-in page.](#)

WebGrants uses a NDLogin authenticator and your account will be locked if you try to request WebGrants access before you have an approved NDLogin.

[There is a North Dakota register link on the sign-in page.](#)

*This information is located on the announcement page to WebGrants.

For further questions or help, please contact Char Langehaug at (701) 328-5364 or cbinstock@nd.gov.

1600 East Century Ave. Ste. 3 | Bismarck, ND 58503

PHONE: 701-328-5357 | FAX: 701-328-5363 | EMAIL: parkrec@nd.gov | WEBSITE: www.parkrec.nd.gov