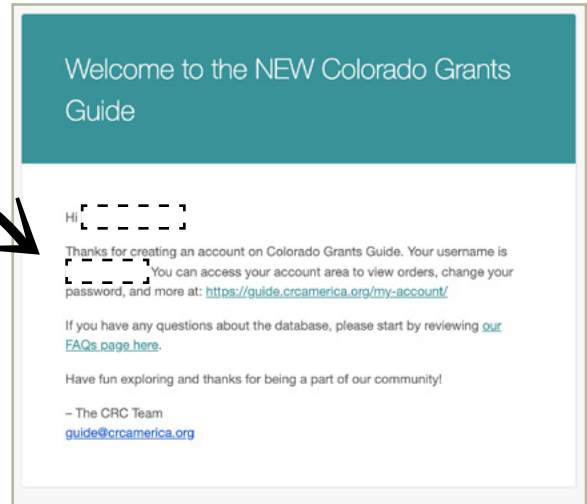
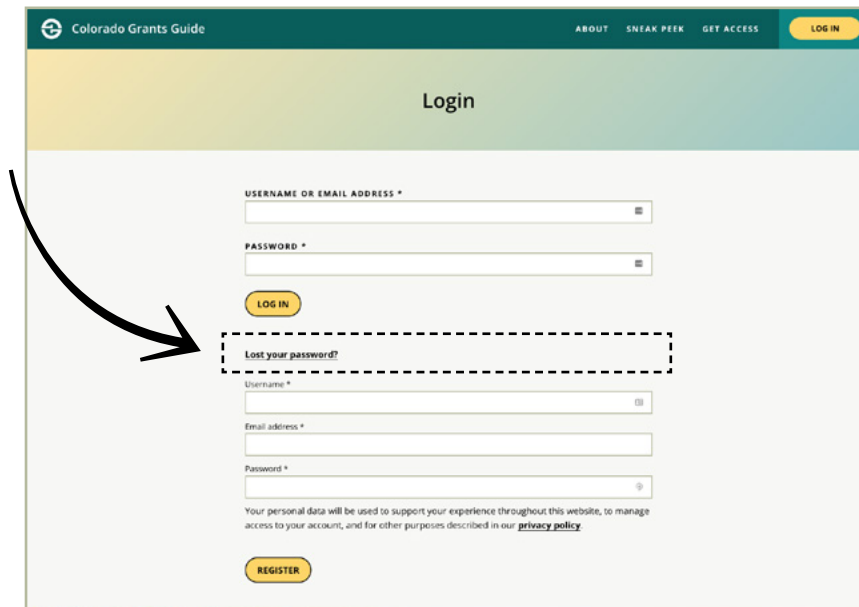


Transitioning to the NEW Colorado Grants Guide® website

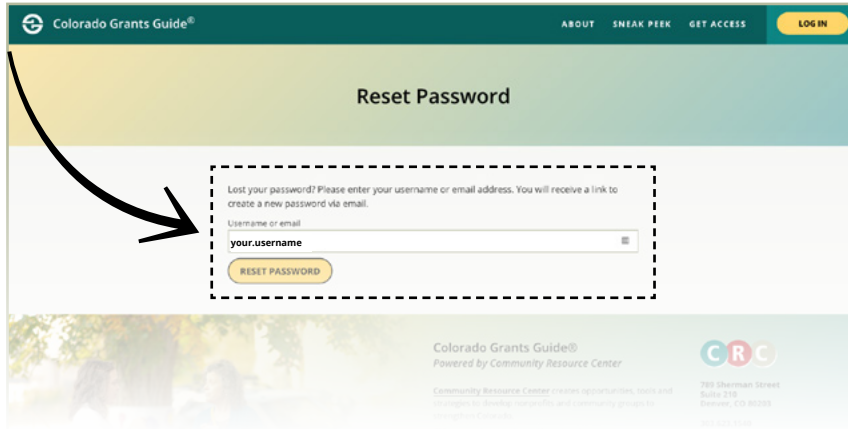
- 1 On Wed. Jan. 12, you should receive an email from Colorado Grants Guide, —
“Your NEW Colorado Grants Guide account has been created!”
 - Note your **username in bold**.
 - Click on the first text link in the first paragraph.
 - This will take you to a **LOGIN** page.



- 2 On the **LOGIN** page —
 - Click on the text link **Lost your password?**



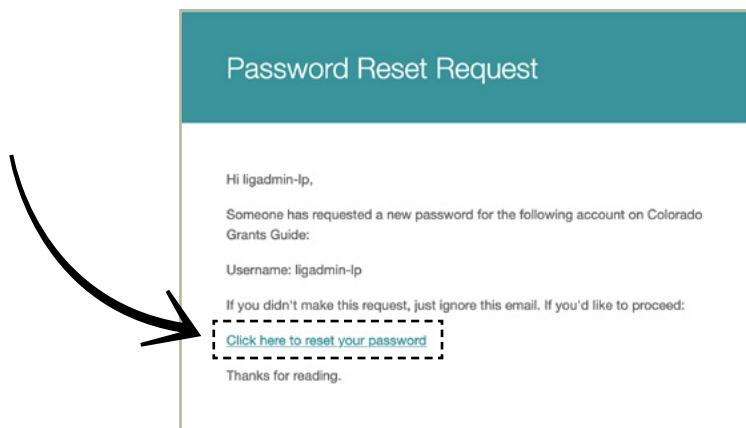
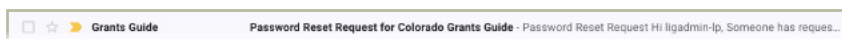
- 3 This will take you to the **Reset Password** page —
 - Enter your username or email address
 - Click the **RESET PASSWORD** button



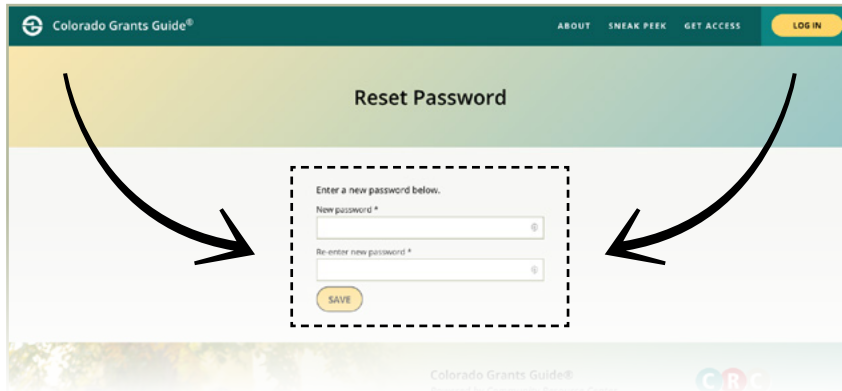
- 4 Once you enter your username or password the page will now read —
Password reset email has been sent.

A password reset email has been sent to the email address on file for your account, but may take several minutes to show up in your inbox. Please wait at least 10 minutes before attempting another reset.

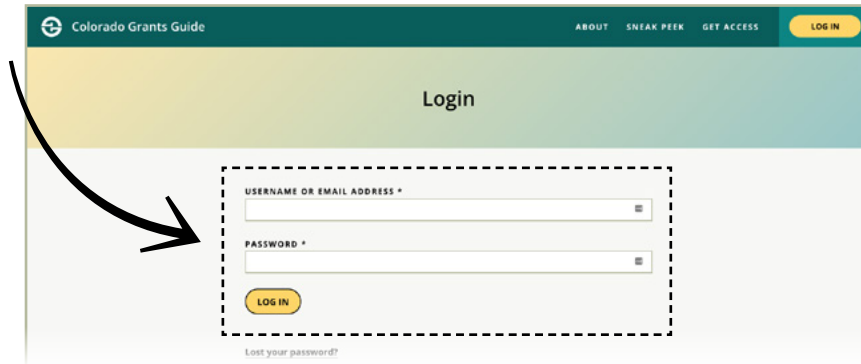
- Check your email inbox for a message from **Grants Guide**
- Click the text link **Click here to reset your password**



- 5 You should be on the **Reset Password** page.
- For **New Password** enter a unique password that you can remember.
 - Confirm the new password by re-typing the same password in the second box.
 - Click the **SAVE** button.



- 6 You should now be on the **Login** page.
- Enter your **USERNAME OR EMAIL ADDRESS**.
 - Then enter your newly created **PASSWORD**.



- 7 Success! You have changed your password and should now be logged into the NEW Colorado Grants Guide website. You can now begin searching for funding opportunities!

