| Please contact   | When you need help with  |
|--|--|
| DISTRICT SECURITY MANAGER  The "Obtain User Login Credentials" link on the iGrants home page opens to a page that includes a link to District/ESD security managers. | <ul> <li>District personnel only</li> <li>Setting up new accounts</li> <li>iGrants access/login issues</li> <li>Changing EDS role assignments</li> <li>Technical assistance with computer issues</li> </ul>    |
| CUSTOMER SUPPORT 800-725-4311, option #1 or 360-725-4983 customersupport@k12.wa.us   | All other organizations, including ESDs, nonprofits, colleges/universities, and OSPI staff  Resolving login issues Creating new EDS accounts Changing EDS role assignments Accessing other EDS applications    |
| OSPI PROGRAM CONTACTS  See individual form package Profile Page for program manager contact information.   | Program-related questions regarding:  • Application content  • Timelines/deadlines  • Budgets  • Guidance on appropriate use of funds  |
| OSPI iGRANTS STAFF  MERCEDES ECKROTH 564-999-0090 M-F — 8:00 am - 2:00 pm  KIM HOSS 360-522-3052 M-F — 8 am - 5:00 pm  iGrants@k12.wa.us                             | <ul> <li>Technical issues, e.g.</li> <li>Data isn't saving</li> <li>A calculation isn't working correctly</li> <li>Trouble submitting a form package</li> <li>A form package is not visible on list</li> </ul> |
| OSPI GRANTS MANAGEMENT/CLAIMS  SARY LI 564-999-0567 sary.li@k12.wa.us  MICHELLE SARTAIN 360-742-2045   | All claims related questions  NOTE: Even though the budget is created in iGrants, claims is a separate EDS system managed by grants management staff, not iGrants.   |

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