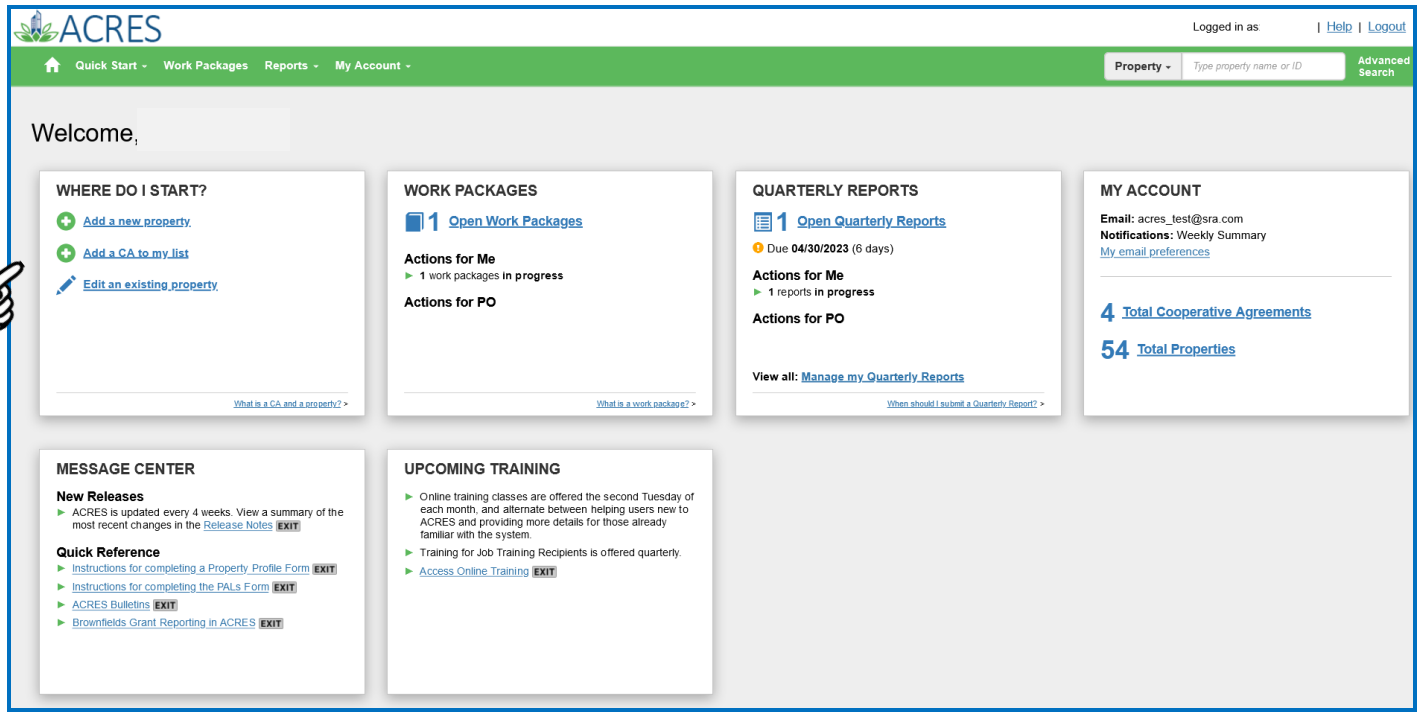
Associating a Cooperative Agreement to Your Account

In ACRES, you are allowed to associate yourself with as many Cooperative Agreements (CAs), as needed. Multiple users can be associated to a single CA, as there are no limitations to User-CA associations.

This reference guide will show you how to associate a CA to your account in ACRES.

Accessing My CAs

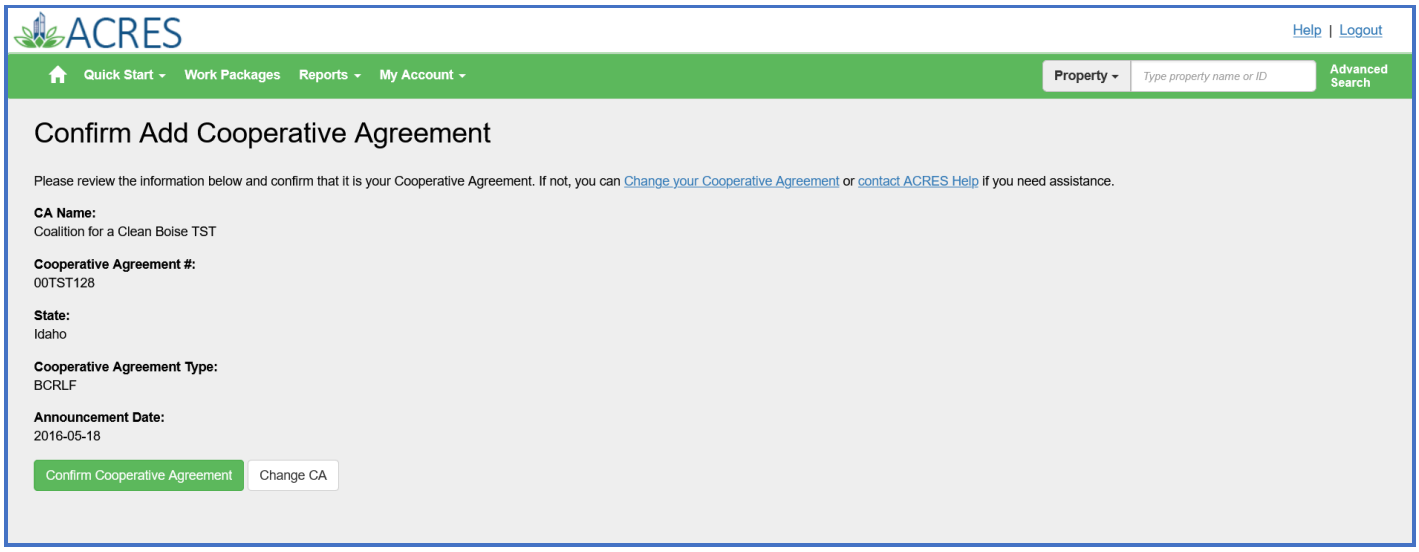
1. On your ACRES Homepage, go to your **Where Do I Start?** card.



2. On the **Add Cooperative Agreement** screen (below), enter the CA# in the **Cooperative Agreement Number** field. Click **Next**.

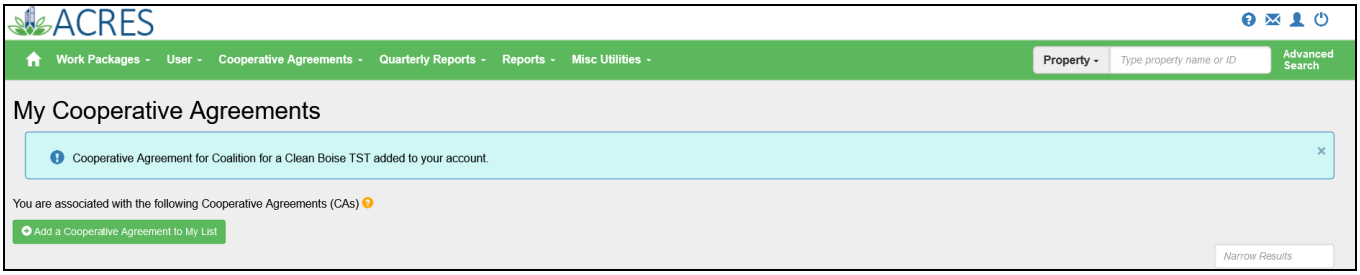
NOTE: Enter the CA# without any prefixes or extensions. Only enter the eight-digit Agreement number.

3. On the Confirm **Add Cooperative Agreement** screen, review all of the information for the CA to ensure it is correct, then select the **Confirm Cooperative Agreement** button.



4. A message displays on your **My Cooperative Agreements** screen to indicate the new agreement is now added to your account.

   You will have access to the newly added CA.



ACRES Help Desk	
Email	**Acres_help@epa.gov**
Phone	**703-284-8212**
Day/Time	**Mon – Thurs/ 9am -5pm EST**