## ACRES | QUICK REFERENCE GUIDE

#### **ACRES** Registration for Cooperative Agreement Recipients

Access to ACRES requires completion of a one-time registration process for Cooperative Agreement Recipients (CARs) and contractors.

#### **CAR Users Registration and Contractors**

To start the registration process, open your Internet Browser and navigate to ACRES by entering the following URL: <u>https://acres6.epa.gov</u>

From the ACRES login screen, locate the Login.gov tab, and click the Login button.

Control States EPA GATE Agency EPA GATE	EWAY			
	Select a Login Method			
UCGIN.GOV				
	EPA Gateway is using a credential provider to allow you to sign in to your account safely and securely.			
	If you do not have an existing Login.gov account, you will be able to create one before you log in.			
	FAQ      Help     Rules of Behavior     Security Notice			

You will be directed to the LOGIN.GOV login screen (below). Click the Create an account button.

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<b>EPA Production</b> is using Login.gov to allow you to sign in to your account safely and securely.	
Email address	
Password Show password	
Sign in	
Create an account	
- Kar	

Complete the form and submit your Login.gov account request. You will receive a confirmation via email.

-	
Enter your email address	
Select your email language	preference
Login.gov allows you to recei English, Spanish or French.	ve your email communication in
O English (default)	
🔵 Español	
<ul> <li>Français</li> </ul>	
Check this box to accept t	he Login.gov <u>Rules of Use</u> 🗷
Submit	
	6

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Note: After your login.gov request is submitted, you may receive an error message. Please contuning following the guide to complete registration.

U.S. EPA - NOT AUTHORIZED × +				
$\leftarrow \  \  \rightarrow \  \   G$	https://wamssoprd.epa.gov/NotAuthorized.html			
United States EPA Web Server				
	NOT AUTHORIZED			
You are not authorized to access the requested resource.				

Go to your email used for registration and open the confirmation email from Login.gov. Click the **Confirm email address** button. Once your email address has been confirmed. You will be directed back to your Login.gov account.





In a new browser, go to the Web Application Access Registration page <u>https://waa.epa.gov</u>, to complete your ACRES registration.

Wet	<ul> <li>Application Access Registration</li> </ul>	
Thank you for registering for EPA Web Application Access with your login.gov credentials. Please complete this form to gain access to EPA Web Community or Application.		
IMPORTANT NOTE:		
THIS FORM is ONLY for outside business	partners and affiliates that do not have an EPA LAN account.	
DO NOT complete if you are an EPA employee or an on-site contractor with an EPA LAN account. If you have an EPA LAN account and are having difficulty logging in, contact the EPA Call Center 1–866–411–4372		
ALL FIELDS ARE REQUIRED		
EPA Contact Name:		
EPA Contact's Email Address:	e.g. emailld@epa.gov	
EPA Contact's Phone Number:		
Your Information:		
First Name:		
Last Name:		
Email Address:	еге.језиоговошуапоо.сот	
Street Address:		
City:		
Country:	×	
State/Province/Region:		
Postal Code:		
Phone Number:		
Select the Community or Application	for which you are requesting access:	
Select One	~	
I accept the EPA	Privacy & Security Notice. Click here to read.	
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	Registration	

Enter your information on the form. At the bottom of the page, select the dropdown menu in the **Select the Community or Application for which you are requesting access** field.

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Select the Community or Application for which you are requesting access:	Ŭ,
I accept the EPA Privacy & Security Notice. Click here to read.	

Select the correct ACRES access from the options listed at the top of the list. Remember, this form is for **CAR** users, so be sure to select the third option, **ACRES\_Cooperative Agreement\_Recipient.** 



After you have made your ACRES selection, check the box to accept the EPA privacy and Security notice. Select the **Submit Registration** button.

Your registration information will be forwarded to the ACRES Team, where in most cases, the approval process should be completed within 24 hours.



Once your account is approved, you will be notified by email that your ACRES account is active and available.

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