

External Users (users outside the organization) access to the Amplifund:

The consultant would need to have access to the applicants GATA Grantee Portal account. They will be required to follow the same steps as a Grantee Organization user. The Grantee Organization does have the ability to assign a User Role in the Grantee Portal that only allows for access to AmpliFund.

AmpliFund utilizes a Single Sign on process with the State of Illinois Grantee Portal. For Grantees to login to AmpliFund, they will need to have access to their Organization's GATA Grantee Portal account. The following list of prerequisite actions necessary for a Grantee User to obtain access to AmpliFund include links to articles on the Grantee Portal for assistance.

Prerequisites:

- User must have a Public Illinois.gov domain account
- <https://www2.illinois.gov/sites/GATA/Grantee/GranteePortalFAQ/HowToAccessTheGranteePortal.pdf>
- User's Public Illinois.gov account must be linked to a Grantee Organization account by UEI number in the GATA Grantee Portal
- <https://www2.illinois.gov/sites/GATA/Grantee/GranteePortalFAQ/HowToAssociateAnAccountWithMultipleOrganizations.pdf>
- User's access in the GATA Grantee Portal must allow for access to the AmpliFund Grant Management System
- <https://www2.illinois.gov/sites/GATA/Grantee/GranteePortalFAQ/HowToRestrictAccessToGranteePortalOrAmplifund.pdf>