

Grantee Portal Notes

Grantee portal notes/comments are now available. Portal notes are available to create and view by both state staff and by grantee portal users. For state staff to post a comment on the grantee portal click the “Add a note” button on the Grantee Portal Access bar...

| GRANTEE CONTACTS (maintained by grantees through the portal) | | | | |
|--|-------|------------|---------------------|--|
| Name | Email | Title | Phone | Roles |
| | | | | |
| GRANTEE PORTAL ACCESS | | | | |
| The quick brown fox jumps over the lazy dog. | | | | Aaron.Doty (OMB) <input type="button" value="Delete"/> |
| Name | Email | Username | Portal Access | Access |
| Aaron Doty | | Aaron.Doty | 4/3/2017 8:33:36 AM | <input type="button" value="Remove"/> |

The note will appear on the Grantee Portal main screen. Grantee portal users can also create notes by clicking the “Add Note” button on the Notes and Comments bar.

**Illinois Grant Accountability and Transparency Act
Grantee Portal - Main Menu**

Organization: **zz Test Organization**

State cognizant agency: **Not yet assigned**

Contact for assistance: Registration.Grants@Illinois.gov

You are signed in as: **Aaron.Doty** ()

Notes and Comments

Aaron.Doty: The quick brown fox jumps over the lazy dog.

Post notes for other portal users in your organization. State agency staff can also view and create notes.

Pre-Qualification Status

The rules for deleting notes are as follows...

- Any grantee portal user can delete notes from other grantee portal users within their organization;
- State staff can delete notes posted for other state staff within their agency. State staff can also delete any grantee portal user note;
- GATU can delete any note.

For grantee portal users there is additional information about a note by hovering the mouse cursor over the username. If grantee portal user has the ability to delete a note it is done by clicking on the username.

DATE: 04-03-17 9:5 AM

EMAIL: [redacted]

CLICK TO DELETE THIS NOTE

Aaron.Doty This is a test note

Post notes for other portal users in your organization.

State staff can delete the note by clicking the Delete button associated with the note...

| GRANTEE PORTAL ACCESS | | <input type="button" value="Add a note"/> |
|--|----------------------|---|
| The quick brown fox jumps over the lazy dog. | Aaron.Doty (OMB) | <input type="button" value="Delete"/> |
| This is a test note | Aaron.Doty (Grantee) | <input type="button" value="Delete"/> |