How to Register
for Access to the Montana Grants & Loans System

The Incumbent Worker Training program uses the Montana Grants & Loans System to facilitate grant application and management. It is a secure system and requires authorized access to submit applications.

Registering is easy!

1. Please go to
   https://funding.mt.gov

2. Click on "**Register Here**"

3. Fill out the Personal Information.

This is <u>your</u> information.

Required fields are marked with a red asterisk.
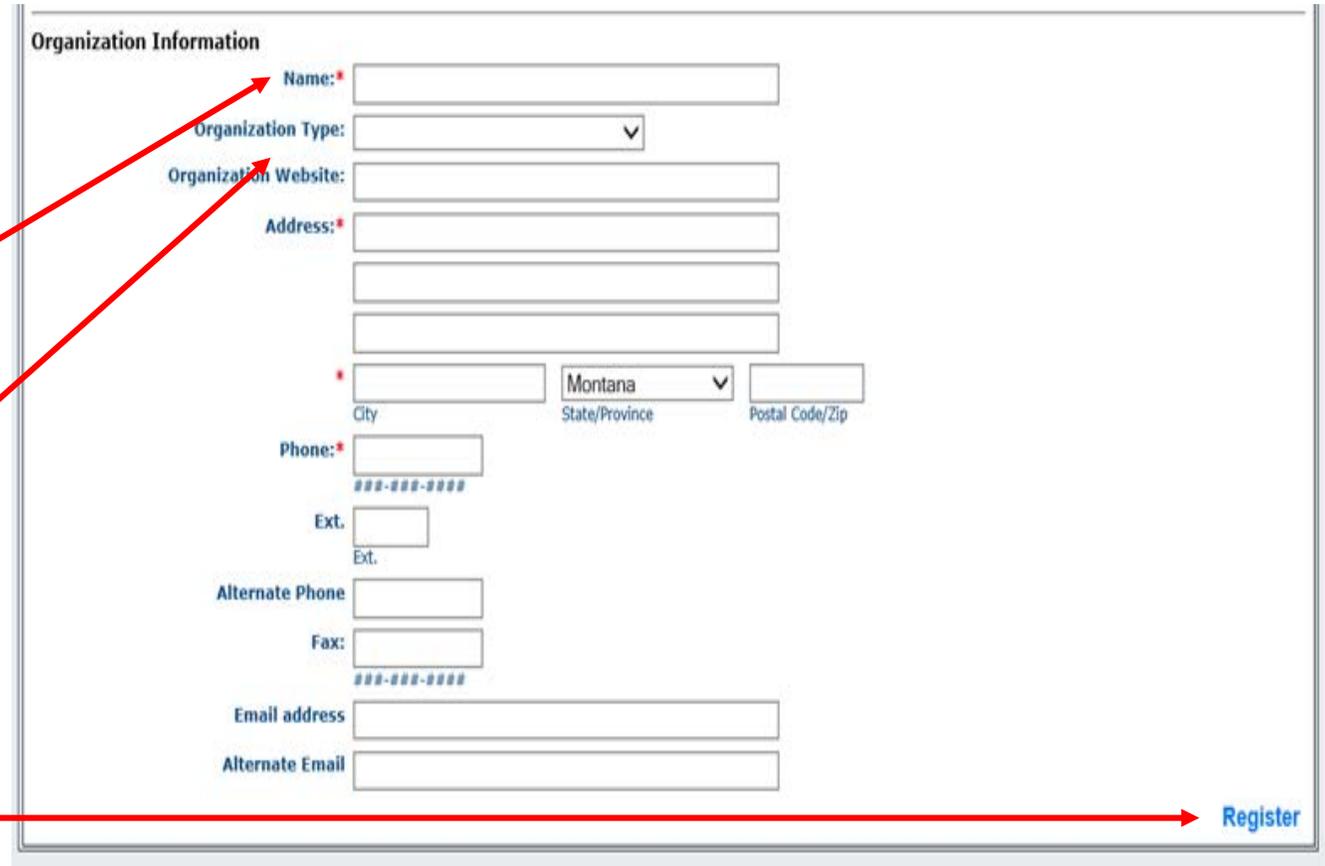
4. Select "**Department of Labor & Industry**"

5. Fill out the Organizational Information.

   Put your business name in the **Name** field.

   The **Organization Type** is either "**For Profit – Privately Held**" or "**Non-Profit Organization**"

6. Click **Register!**

Organization Information

Name:*

Organization Type:

Organization Website:

Address:*

City   State/Province   Postal Code/Zip
Montana

Phone:*
###-###-####

Ext.
Ext.

Alternate Phone

Fax:
###-###-####

Email address

Alternate Email

Register

You will get a confirmation email after clicking **Register.**

It will take a few days to validate your information and set you up in the system. When you are set up, you will receive two emails:

• Your User ID

• Your Password

Suggestions:

• Add fundingmt@webgrantsmail.com to your email contact list so emails from the system do not get flagged as spam.

• Once you get your password, log in and change your Password to something you remember.