



Oklahoma State Department of Education
Grants Management Credentials Request
for Community-Based Organizations

Complete this form to obtain access to the OSDE Single Sign On site. This secured website hosts the Grants Management System for 21st Century Community Learning Centers (CCLC) application. It is not necessary to complete the form if an organization already has access to the Single Sign On site.

Organization _____ EIN _____

Authorized Official of Organization Contact Information:

Name _____ Position _____

Address 1 _____ Address 2 _____

City _____ County _____ Zip _____

Phone _____ Email _____

Website _____

The following signature certifies that the above individual is authorized to bind the organization to the terms of the application and any subsequent requests for expenditure reimbursements.

Signature of Authorized Official _____ Date _____

In addition to the account that will be issued for the authorized official, please issue accounts for the following person within the organization to allow data entry only.

Name _____

Position in the Organization _____

Phone _____ Email _____

Name _____

Position in the Organization _____

Phone _____ Email _____

Please scan and email this completed form to Jasmine.Vasilev@sde.ok.gov in the 21st CCLC office at the Oklahoma State Department of Education. OSDE will contact the authorized official with an assigned login and instructions.

FOR OFFICE USE ONLY:

Credentials approved _____ Username 1 Profile _____ Username 2 Profile

Username 3 Profile _____ Date Authorized Official Contacted _____ Contacted by _____