

Delaware Criminal Justice Council
Online Registration
Quick Start Guide

1. Access the **C Egrants site** by going to <https://egrants.cjc.delaware.gov/Egrants>.
2. Click on the “Egrants Production Site” Register button.



Site Access

User ID: *

Password: *

Login

Register

Register for access to the Delaware Criminal Justice Council Egrants Application.

Change Password

Change your DE Login password and/or e-mail address.

Forgot Password

Forgot your Password?

Click here to have a new one sent to your e-mail address.

Please send technical comments and problems to [DCJC EGRANTS Support](#).
©2011-2014 Delaware Criminal Justice Council. All rights reserved. Unauthorized Access Prohibited.

3. You will be transferred to the “DCJC Egrants User Registration” screen. Asterisked fields are required fields and must be completed. Please use upper and lower case letters to complete this form. Review the [Standards for Data Entry Quick Start Guide](#) for additional tips. Click on the Submit button at the bottom of the screen when you have completed all the required fields.



DCJC Egrants User Registration

Fill in the form below to complete your registration into the DCJC Egrants system.
Already have an account? Please [Log in](#) now.

Courtesy Title: *	<input type="text"/>	<input type="button" value="Courtesy Pick..."/>	
First Name: *	<input type="text"/>		
Middle Initial/Name:	<input type="text"/>		
Last Name: *	<input type="text"/>	Suffix:	<input type="text"/>
			<input type="button" value="Suffix Pick..."/>
Title:	<input type="text"/>	<input type="button" value="Title Pick..."/>	
Email Address: *	<input type="text"/>		
Preferred Contact Method: *	Email <input type="button" value="v"/>		

Address Type:	Envelopes/Labels		
Agency Name:	<input type="text"/>		
Floor/Suite/Building:	<input type="text"/>		
Street Address: *	<input type="text"/>		
P.O. Box:	<input type="text"/>		
City: *	<input type="text"/>	State: *	Delaware <input type="button" value="v"/>
		Zip Code: *	<input type="text"/>
County: *	<input type="button" value="v"/>	Country: *	UNITED STATES <input type="button" value="v"/>

Phone: *	(<input type="text"/>) <input type="text"/> - <input type="text"/>	Extension:	<input type="text"/>
Fax:	(<input type="text"/>) <input type="text"/> - <input type="text"/>		

User ID: *	<input type="text"/>
Password: *	<input type="text"/>
	(Example: aBcD123@\$&)
Confirm Password: *	<input type="text"/>

Password strength requirements:

If you ever lose your User ID or Password, we will ask you the following question, and need to receive your chosen answer to confirm your identity.

Question: *	<input type="text"/>
Answer: *	<input type="text"/>

Please note: If you are already a registered user, and you attempt to register in Egrants, you will instead be transferred to the “Site Access” screen to login with your User ID and Password.

Please also Note: When you register or login, and if you have not already read and agreed to the CJC “Egrants Terms of Use,” you will need to read the agreement and click on the Agree button in order to proceed further.

You will not have access to the full Egrants system until security is established with CJC. Until then, you will only be able to access User Management Profiles and the Work Manager tab.

You must complete the [Egrants User Registration Request Form](#) and return it online or via CJC Egrants Support at cjcegrantssupport@state.de.us

- CJC will process your security request.
- Egrants Support Staff will contact you either by email or phone once your roles are established. Once those roles are established, you will have full access to the Egrants system.