



Volkswagen Settlement Grant Management System Webinar

May 2022

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Department of Environmental Quality



**Links in this presentation are only active when used
in presentation mode.**



What to Expect Today

- How to register for an NCID
- How to gain access to the Grant Management System (GMS)
- An overview of GMS
- Where to find answers after this workshop
- Question and answers

This is not a public forum for comments on implementation of the VW Settlement



Registering for a NCID

- To request access to the DAQ Grants Management System, you will need an NCID to complete the access request form.
- Setting up an NCID:
<https://ncid.nc.gov>
- Instructions are found here:
[How-to-Create-a-NC-ID.pdf](#)

NCID
NCID

lahewitt



.....

NCID Login

Forgot Username
Forgot Password
Unlock Account

Need Help? Register!

Privacy and Other Policies Contact Us

 **WARNING:** This is a government computer system, which may be accessed and used only for authorized business by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil and/or administrative action. 

Acceptable NCID formats

- **NCIDs must use the following format or your request for access will be denied.**
 - **First name or initial**
 - **Middle initial (optional)**
 - **Last name**
 - **Number (if name is already in use)**
- **Example for Wile E. Coyote options for his NCID are:**
 - **Wileecoyote**
 - **Wilecoyote**
 - **Wilecoyote2**
 - **wcoyote**

NCIDs must not be a company or organization name.



IMPORTANT NCID INFORMATION

- If you already have an individual or government NCID there is no need to create a new NCID.
- If you have any other EBS/SAP system account (Powell Bill, Governor Highway Safety Program (GHSP), Public Transportation Division (PTD), DPI, etc.) you will still need a NCID. There is a space on the access application for to put your current EBS/SAP account information.
- Once you have completed requesting a NCID, you will receive an email from New NCID User Registration ncid.notifications@nc.gov.

You MUST click the link in the email and follow the instructions to complete the registration of your NCID before submitting the Access Authorization Application.



Registering for a NCID cont.

https://ncid.nc.gov/idmdash/#/default

NCID Tips

NCID

NCID

NCID Login

[Forgot Username](#)
[Forgot Password](#)
[Unlock Account](#)

[Need Help?](#) [Register!](#)

[Privacy and Other Policies](#) [Contact Us](#)

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NCC742 



Registering for a NCID cont.



North Carolina Identity Management

New User Registration



Please indicate your user type from one of the following categories:

- | | |
|---------------------------|---|
| Individual | Request access to the State of North Carolina services as an individual or citizen. |
| Business | Request access to the State of North Carolina services on the behalf of a business. |
| State Employee | Currently employed or assigned to work for an agency within the State of North Carolina government. |
| Local Government Employee | Currently employed or assigned to work for a North Carolina county or municipality. |

This system is the property of the State of North Carolina and is for authorized use only. Unauthorized access is a violation of federal and state law. All software, data transactions, and electronic communications are subject to monitoring.



[Privacy and Other Policies](#)

[Contact Us](#)



Registering for a NCID cont.

To create your account, NCID will email you a code. You will need this code once you complete the form below and click the "Continue" button.

Desired Username*

Prefix (Optional)

First Name*

Middle Initial (Optional)

Last Name*

Suffix (Optional)

Email Address*

Confirm Email Address*

Mobile Number (Recommended)

New Password*

- Password is case sensitive.
- Must be at least 8 characters long.
- Must not include part of your name or user name.
- Must not include a common word or commonly used sequence of characters.
- Can be changed no more often than once every 3 days.
- Must have at least 4 of the 5 character types below:
 - Uppercase (A-Z)
 - Lowercase (a-z)
 - Number (0-9)
 - Symbol (!, #, \$, etc.)
 - Other language characters not listed above
- New password may not have been used previously.

Strength: **Strong**

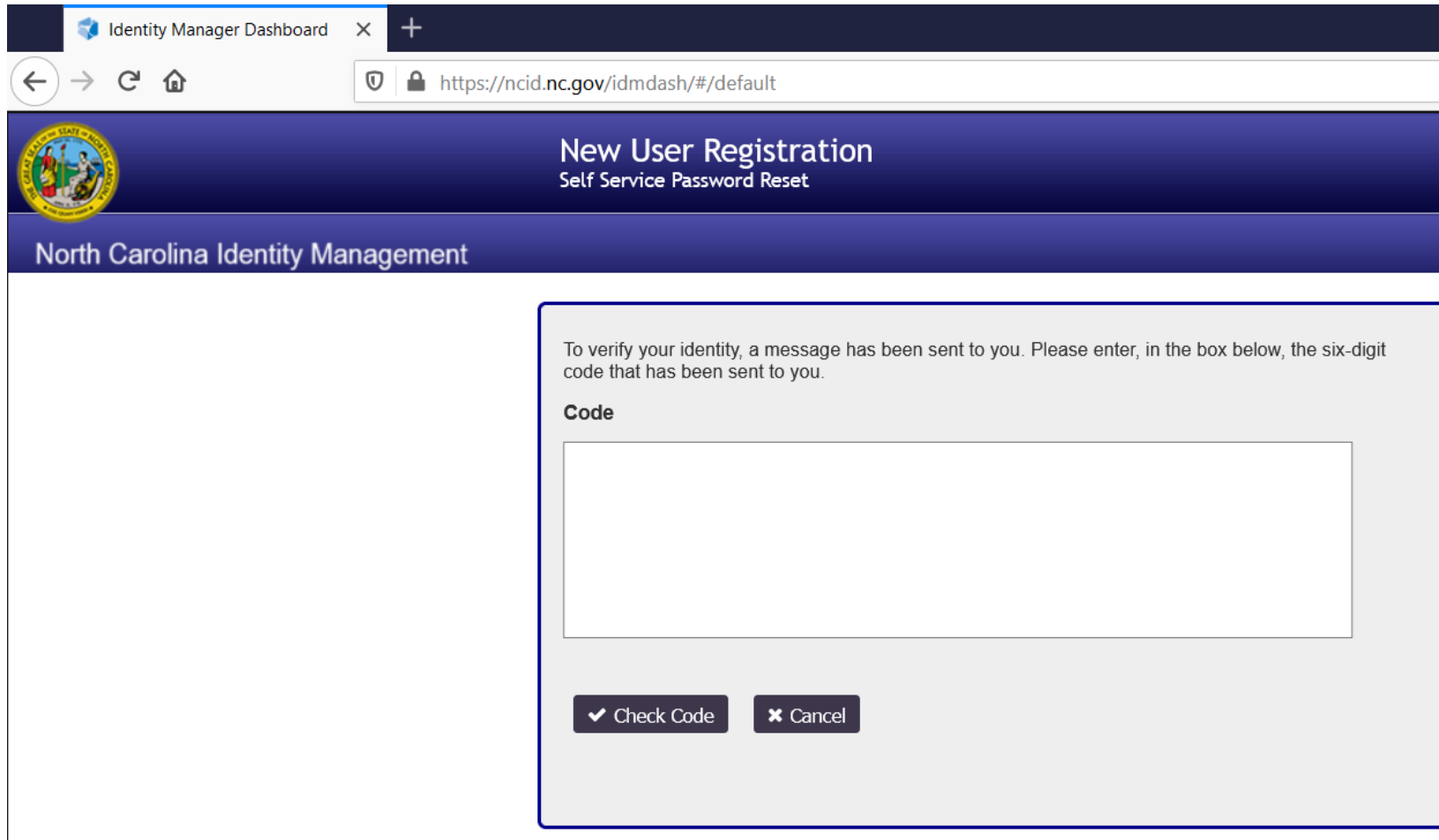
NCIDs are recommended to be your first name or initial, middle initial, and last name e.g., jbsmith. You may also need to add a number e.g., jbsmith12.

NCID

- **NCIDs must be in the following format, or your request will be denied.**
- **Frist name, middle initial, last name.**
 - **Example: John B Smith's NCID would be johnbsmith**
- **Additionally, a number can be added if the NCID is already used by someone else.**
 - **Example: John B Smith's NCID would be johnbsmith12**
- **Do not use a company or organization name as your NCID. It will be returned.**



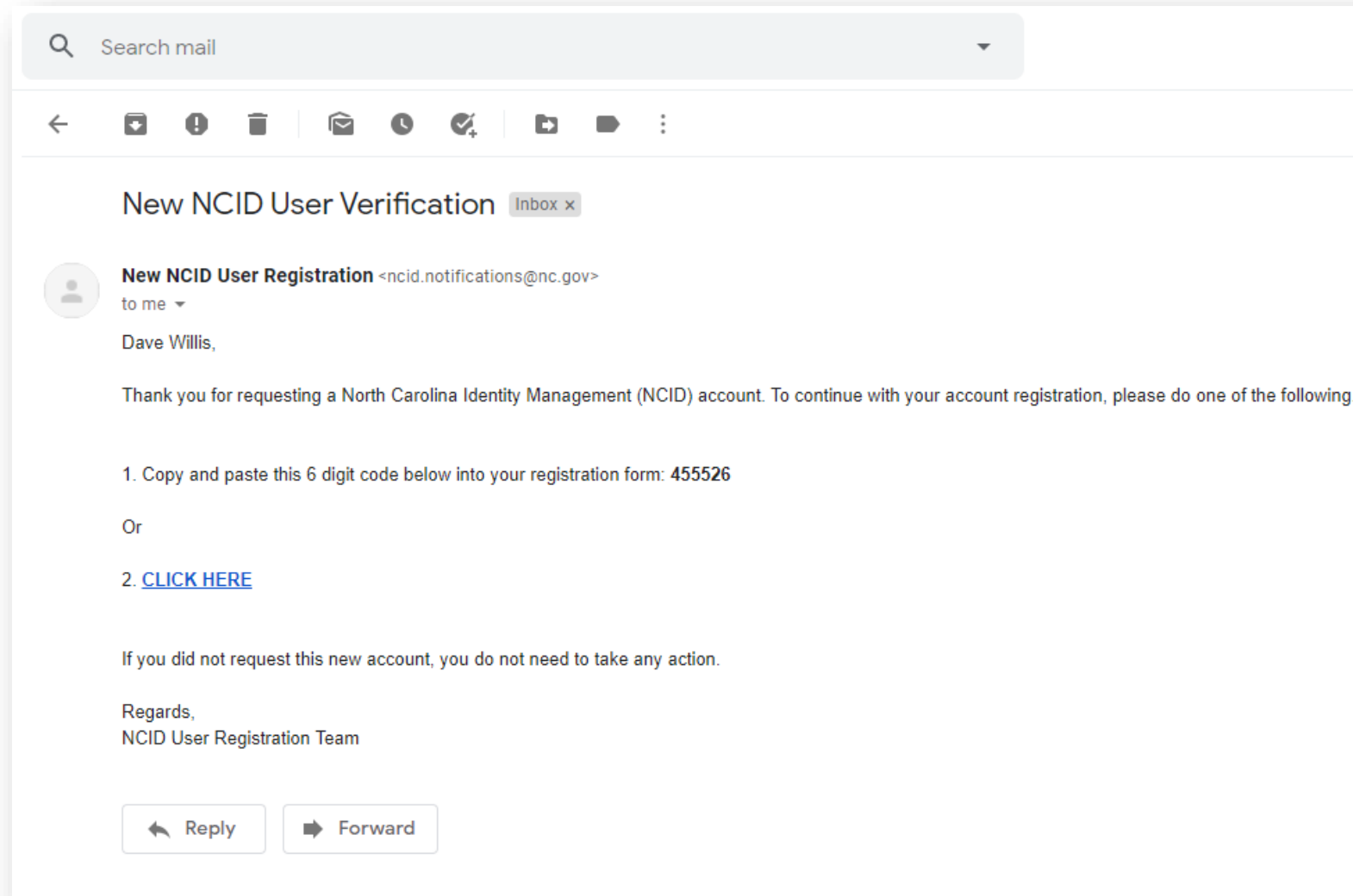
Registering for a NCID cont.



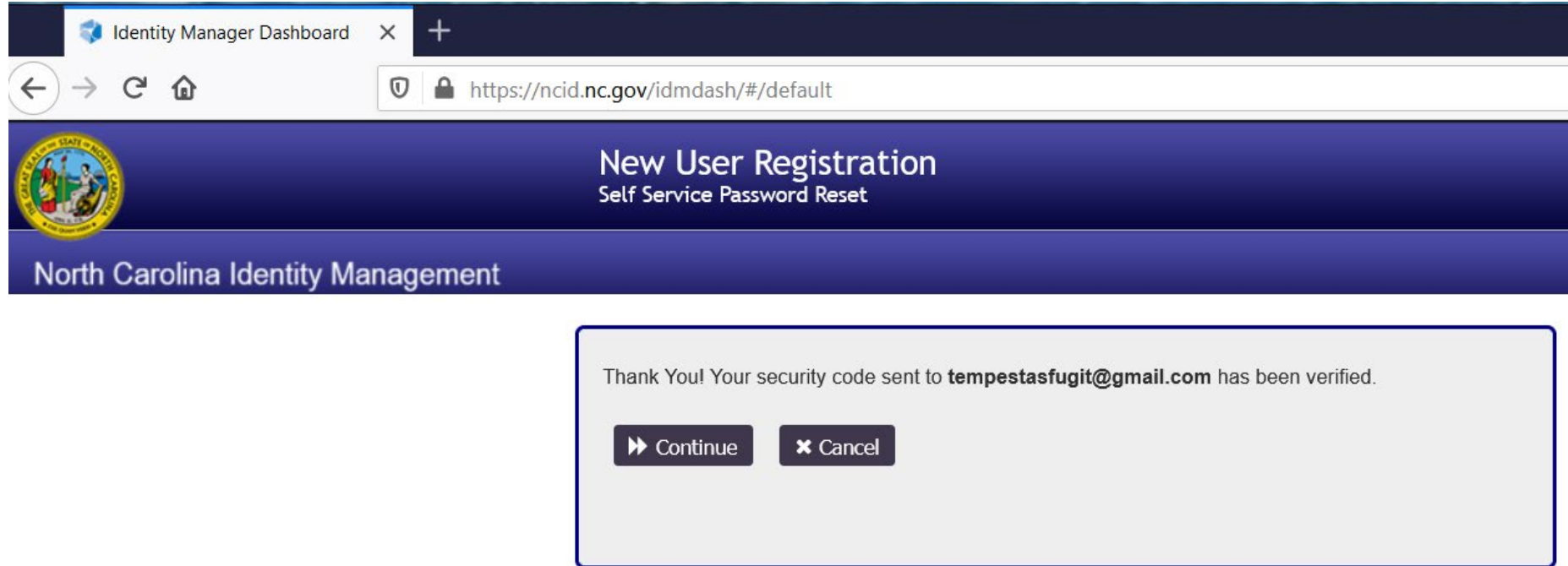
The screenshot shows a web browser window with the following elements:

- Browser Tab:** Identity Manager Dashboard
- Address Bar:** <https://ncid.nc.gov/idmdash/#/default>
- Page Header:** North Carolina Identity Management
- Page Title:** New User Registration
Self Service Password Reset
- Content Area:**
 - To verify your identity, a message has been sent to you. Please enter, in the box below, the six-digit code that has been sent to you.
 - Code**
 - ✓ Check Code ✕ Cancel

Registering for a NCID cont.



Registering for a NCID cont.



The screenshot shows a web browser window with the following elements:

- Browser Tab:** Identity Manager Dashboard
- Address Bar:** <https://ncid.nc.gov/idmdash/#/default>
- Page Header:** North Carolina Identity Management
- Page Title:** New User Registration
Self Service Password Reset
- Confirmation Message:** Thank You! Your security code sent to **tempestasfugit@gmail.com** has been verified.
- Buttons:** Continue, Cancel

Registering for a NCID cont.

IMPORTANT: DO NOT CLOSE YOUR BROWSER BEFORE COMPLETING REMAINING STEPS

Your new NCID account has been created. Please click on the continue button to complete the security questions and answers to activate your account. You will be redirected to the NCID login page (<https://ncidsspr.nc.gov>).

1. You will need to login with your new NCID account name and password
2. Select 5 different security questions and answers
3. Click on the "Save Answers" button to save your security questions and answers
4. You will be able to review the questions selected. You can change them or select "No Change"
5. At this point your account is active and you are logged out of NCID.

▶▶ Continue

Registering for a NCID cont.

If you forget your password or lock your account, you can access your account by answering your security questions.

Please choose your questions and answers that can be used to verify your identity in case you forget your password or lock your account. Because the answers to these questions can be used to access your account, be sure to supply answers that are not easy for others to guess or discover.

Please type your security answers

— Please select a question item from the list —

▶

— Please select a question item from the list —

▶

— Please select a question item from the list —

▶

— Please select a question item from the list —

▶

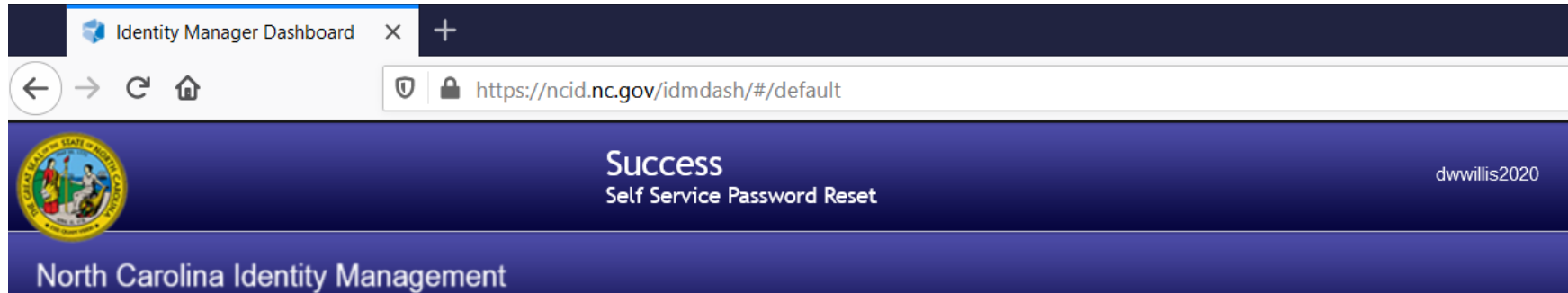
— Please select a question item from the list —

▶

▶ Save Answers



Registering for a NCID cont.



The screenshot shows a web browser window with the following elements:

- Browser tab: Identity Manager Dashboard
- Address bar: <https://ncid.nc.gov/idmdash/#/default>
- Page header: North Carolina Identity Management (with the state seal logo on the left)
- Page content: **Success** Self Service Password Reset (with the user ID `dwwillis2020` on the right)

Thank you. Your security questions and answers have been successfully saved. If you ever forget your password or lock your account, you can reset your password or unlock your account by answering your security questions.

▶▶ Continue

DAQ Grant Management System (GMS)

You must read and follow all the directions on the next slides to request access to the DAQ Grants Management System and then be approved before you can log into the system!

Approved means you received a “Welcome to the DAQ Enterprise Business System Portal” email.



GMS Access

- **Required to request Grant Management System (GMS):**
 - Completed online [Enterprise Business Services External Request Application](#)
 - State of North Carolina Substitute W-9 Form

- **Please Email State of North Carolina Substitute W-9 form to:**
svc.NCVWApplication@ncdenr.gov

- **Please Email questions to:** daq.NC_VWGrants@ncdenr.gov



Enterprise Business Services External Request Application

Enterprise Business Services (EBS) External Access Request Application

User ID Information

*Agency:

If you already log into ebs.nc.gov (Enterprise Business Services), enter your current User ID:

*Last Name:

*First Name:

Middle Name:

*Organization Name (Legal Name of Entity - Registered with the NC Secretary of State):

Organization Name 2 (DBA):

*Organization Address:
 No P.O. Box...

*City:

*State (select from drop down):

*Zip Code:

*Phone:

*Email:

Comments:

Select Role(s) and/or Action(s)

Click the generate button to create a code:

*Copy or type the code in the box :




THIRD PARTY ACCESS AUTHORIZATION FORMS

In cases where an applicant has a third-party submitting applications on their behalf, the following procedures must be followed:

- **The applicant must provide in writing (email is sufficient) that they are authorizing the third-party to submit applications and other information on their behalf.**
- **The third-party will need to obtain their own NCID and submit an Access Application with the applicant's organization address information and the third-party's phone number and email address. Enter Third Party Contractor in the Comments field.**



State of North Carolina Substitute W-9 Form

REV 01/2019		<p>NC Office of the State Controller (IRS Form W-9 will not be accepted in lieu of this form) *Denotes a Required Field</p>		<p align="center">STATE OF NORTH CAROLINA SUBSTITUTE W-9 FORM Request for Taxpayer Identification Number</p>				
Taxpayer Identification	<p>*1. <input type="checkbox"/> Social Security Number (SSN), OR <input type="checkbox"/> Employer Identification Number (EIN), OR <input type="checkbox"/> Individual Taxpayer Identification Number (ITIN) *2.</p> <p align="center">(PRESS THE TAB KEY TO ENTER EACH NUMBER)</p>			<p>Please select the appropriate Taxpayer Identification Number (EIN, SSN, or ITIN) type and enter your 9-digit ID number. The U.S. Taxpayer Identification Number is being requested per U.S. Tax Law. Failure to provide this information in a timely manner could prevent or delay payment to you or require The State of NC to withhold 24% for backup withholding tax.</p>				
	<p>*4. Legal Name (as shown on your income tax return):</p>			<p>3. Dunn & Bradstreet Universal Numbering System (DUNS) (see instructions)</p> <p align="center">(PRESS THE TAB KEY TO ENTER EACH NUMBER)</p>				
	<p>5. Business Name/DBA/Disregarded Entity Name, if different from Legal Name:</p>							
	Contact Information							
	<p>*6. Legal Address (DO NOT TYPE OR WRITE IN THIS FIELD)</p>			<p>7. Remittance Address (Location specifically used for payment that is different from Legal Address, if applicable)</p>				
	<p>*Address Line 1:</p>			<p>Address Line 1:</p>				
	<p>Address Line 2:</p>			<p>Address Line 2:</p>				
	<p>*City</p>		<p>*State</p>	<p>*Zip (9 digit)</p>		<p>City</p>	<p>State</p>	<p>Zip (9 digit)</p>
	<p>*County</p>			<p>County</p>				



IMPORTANT GMS INFORMATION

- An organization is allowed up to three authorized users.
- If you are a current user of the NCDOT Grants system (Powell Bill, Governor Highway Safety Program (GHSP), Public Transportation Division (PTD), etc.) use your username on the [Enterprise Business Services External Request Application](#).
- Once your GMS registration is complete, you will receive a “WELCOME TO THE DAQ ENTERPRISE BUSINESS SYSTEM” email from Service Account – SAP Acct.
- Step-by-step tutorials are available in the Grants Management System.



IMPORTANT GMS INFORMATION

- **If an employee leaves your organization with GMS access, you must notify your program manager so that user can be removed from the system.**
- **NCIDs expire every 90 days. If your NCID is locked, you can unlock your account from the NCID webpage. <https://ncid.nc.gov>**
- **If you receive a pop-up screen saying you need to change your password, close out of GMS and go to the NCID webpage and change your password. Once you have changed your password in NCID you can log into GMS.**



DAQ Grants Management System Demo

<https://www.ebs.nc.gov/irj/portal>



A sample application can be found on our [DC Fast program webpage](#).



DAQ Grants Management System Demo

The screenshot shows the user interface of the DAQ Grants Management System. At the top left, there is a logo for "Enterprise Business Services" and a "Home" dropdown menu. On the top right, there are icons for search, notifications, and user profile. Below the header, there are three main navigation tabs: "Partner Applications", "Reports and Dashboards", and "Help". The "Partner Applications" tab is currently selected. Under this tab, there is a prominent white box titled "Division of Air Quality Grants" with a document icon and a star. Below this, there is a section titled "Reports and Dashboards" which contains three white boxes: "BusinessObjects Reports" (with a bar chart icon), "DAQ Grantor Dashboard" (with a bar chart icon), and "Reporting Help" (with a question mark icon).



DAQ Grants Management System Demo

Home

Alerts

No result found

Workflow Tasks

No result found

Web Links

DAQ Training Library

Search

- Download Form Data Programs
- Create New Application
- Edit Application Form
- View Application
- View Agreements
- Create New Claim
- Edit Claim Form
- View Claim
- Create/Edit Recipient Account

Favorites

My Favorites

Filter: All Items

My Favorites



DAQ Grants Management System Demo

Search: Application Form Back

Search Criteria Hide Search Fields

Program ID is

Maximum Number of Results:

Save Search As: Include View

Result List Filter:

Program ID	Description	Application Form
No result found		



DAQ Grants Management System Demo

Search Criteria

Hide Search Fields

Program ID

Program Type

Maximum Number of Results:

Save Search As: Include View

Result List

Filter:

Program ID	Description	Application Form
NCDEQDAQ0006	Phase 2 Transit and Shuttle Bus Program	DAQ Grant Application - Diesel
NCDEQDAQ0007	Phase 2 DCFast Priority Corridor Program	DAQ Grant Application - Fast Charge
NCDEQDAQ0008	Phase 2 School Bus Program	DAQ Grant Application - Diesel
NCDEQDAQ0009	Phase 2 Level 2 Public Access Program	DAQ Grant Application - Level 2 Charge
NCDEQDAQ0010	Phase 2 Level 2 State Agency Program	DAQ Level 2 Charge State Agency Program
NCDEQDAQ0011	Phase 2 DCFast Existing Sites Program	DAQ Grant Application - Fast Charge



DAQ Grants Management System Demo

Application Form

Version: 000000004
View: DEQ DAQ Application Form - Fast Charge
Last Changed By: WDWILLIS
Change Date: 12/18/2020 13:34:10

Project | Contact | Charger Details | Budget | Project Details | Certification

Organization

Organization Name: [Redacted] Tax Identification Number (TIN): [Redacted]
Project Title: [Redacted]

Project Details

Program Type: ZEV Infrastructure (EMA-9) | Eligible Applicant Type: Non-Government
Equipment Type: DC Fast Charging (EMA-9) | Project Type: Publicly Accessible
Renewable Energy Credit Percentage: 100

Project Location

Street Address: 100 | City: [Redacted] | County: Please Select | Zip Code: [Redacted]

Latitude (*N): (decimal degrees) [Redacted] | Longitude (*W): (decimal degrees) [Redacted]
Distance from interchange (miles) [Redacted] | Distance to closest DC Fast charging station (miles) [Redacted]
Distance to amenities (retail or service establishments) (miles) [Redacted]

Accessibility to general public: Please Select | Available 24 by 7?: Please Select | If no, please explain: [Redacted]
Water and Restrooms: Please Select | Available 24 by 7?: Please Select | If no, please explain: [Redacted]
Lighting for safety: Please Select | Available 24 by 7?: Please Select | If no, please explain: [Redacted]

Check Save & Close Next =>



In Closing



Phase 2 VW Programs

School Bus, Transit Bus, Clean Heavy-Duty Diesel, DC Fast and Level 2 are all reimbursement programs.

We will not accept paper, faxed or scanned applications. All applications must be entered and submitted via the DAQ Grants Management System.



Subscribe to our VW Email List!

If you are not currently on our mailing list and would like to receive email updates about the Volkswagen Settlement Program, please send an email with the word “Subscribe” in the subject line to daq.NC_VWGrants@ncdenr.gov.



Where to get more information after today?

Volkswagen Settlement- Frequently Asked Questions

<https://deq.nc.gov/VWSettlement>

E-mail questions to: daq.NC_VWGrants@ncdenr.gov



Additional Resources

- **Additional resource contact information is available on our webpage for:**
 - **Centralina Clean Cities Coalition**
 - **Forsyth County Office of Environmental Assistance & Protection**
 - **Land of Sky Regional Council**
 - **Mecklenburg County Air Quality Agency**
 - **NCSU Clean Energy Technology Center**
 - **Piedmont Triad Regional Council**
 - **PlugIn NC**
 - **Sustainable Sandhills**
 - **Triangle J Council of Governments (TJ COG)**
 - **Western NC Regional Air Quality Agency**



General VW Contacts

Brian Phillips, Mobile Sources Compliance Branch Supervisor

Phone: 919-707-8426

Email: brian.phillips@ncdenr.gov

Shawn Taylor, DAQ Public Information Officer

Phone: 919-707-8446

Email: shawn.taylor@ncdenr.gov

Robin Barrows, Allied Programs Supervisor – VW Outreach

Phone: 919-707-8445

Email: robin.barrows@ncdenr.gov



VW Program Contacts

**School Bus Program – Sheila Blanchard,
Environmental Program Consultant**

Phone: 919-707-8423

Email: sheila.blanchard@ncdenr.gov

**Transit Bus Program - Melanie
Henderson, Environmental Engineer**

Phone: 919-707-8419

Email: melanie.henderson@ncdenr.gov

**Clean Heavy-Duty Diesel Program –
Sheila Blanchard, Environmental
Program Consultant**

Phone: 919-707-8423

Email: sheila.blanchard@ncdenr.gov

**DC Fast Program - Dave Willis,
Environmental Program Consultant**

Phone: 919-733-1482

Email: dave.willis@ncdenr.gov

**Level 2 Program – Steven Rice,
Environmental Specialist**

Phone: 919-715-7220

Email: steven.rice@ncdenr.gov



