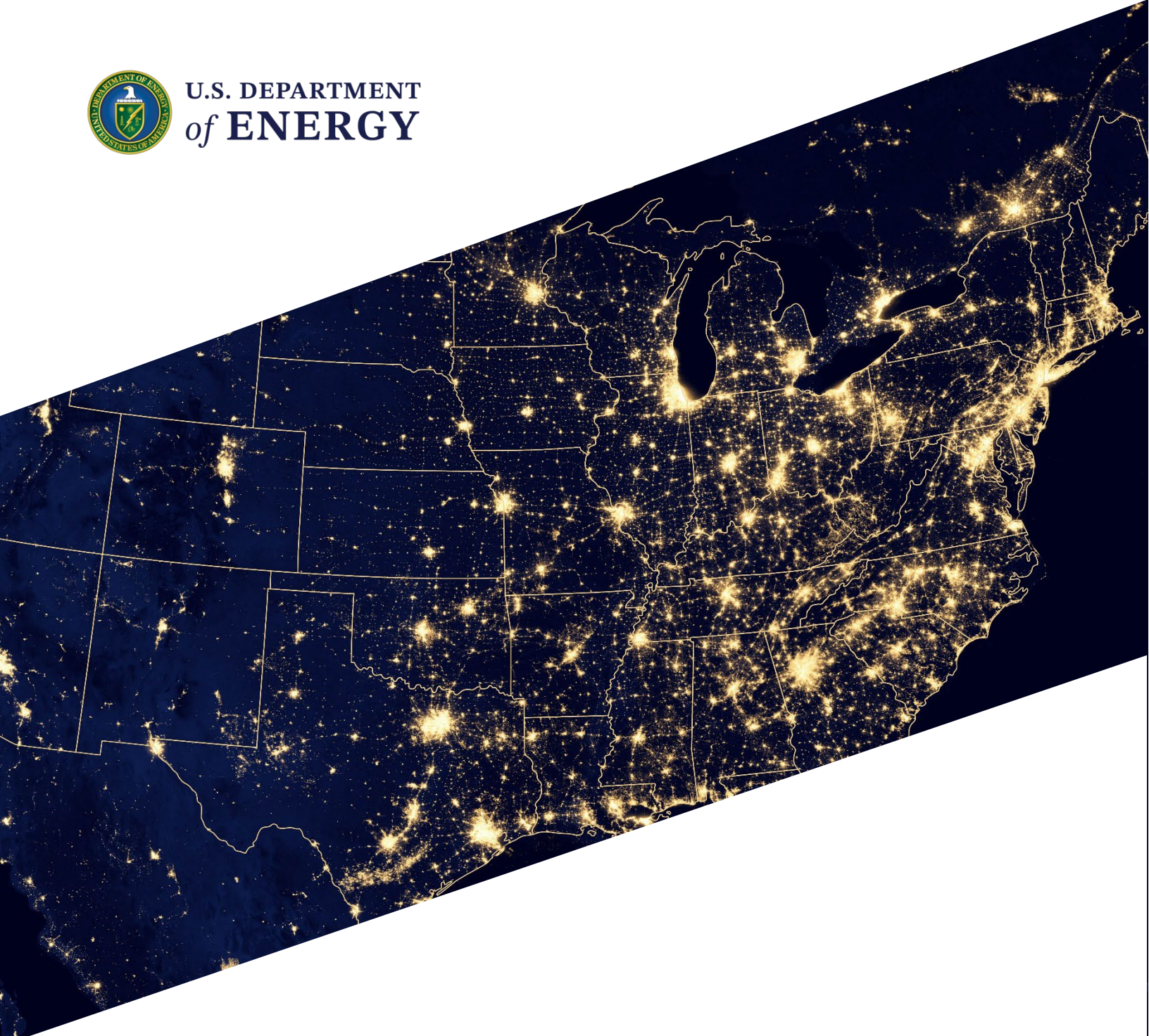




U.S. DEPARTMENT
of ENERGY



DOE Funding Opportunity eXCHANGE

External User Registration and Login How-to-Guide

October 2026

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1 Purpose

This guide provides instructions for external users, including applicants and reviewers, to register for and log in to the eXCHANGE system. It explains the available identity proofing and authentication options, including the use of Login.gov and ID.me, and provides step-by-step instructions for completing registration and securely accessing eXCHANGE.

2 Help Desk

For technical issues involving the functionality of the eXCHANGE application (e.g., web access issues), contact exchangehelp@hq.doe.gov.

3 Before You Begin

3.1 Authentication Options

To register and log in to eXCHANGE, you must authenticate your identity using **Login.gov** or **ID.me**. Both services provide secure identity verification and multi-factor authentication (MFA).

You only need an account with one of these services to access eXCHANGE. However, you may set up and use both services if you choose.

3.1.1 About Login.gov

Login.gov is a secure sign-in service that allows the public to access participating U.S. government websites and applications. A Login.gov account can be used across participating government agencies, eliminating the need to create separate login credentials for each agency.

For more information about Login.gov, visit <https://login.gov/what-is-login/>.

3.1.2 About ID.me

ID.me is a digital identity service that allows users to securely verify their identity online. Once your identity is verified, you can use your ID.me account to access participating websites and services.

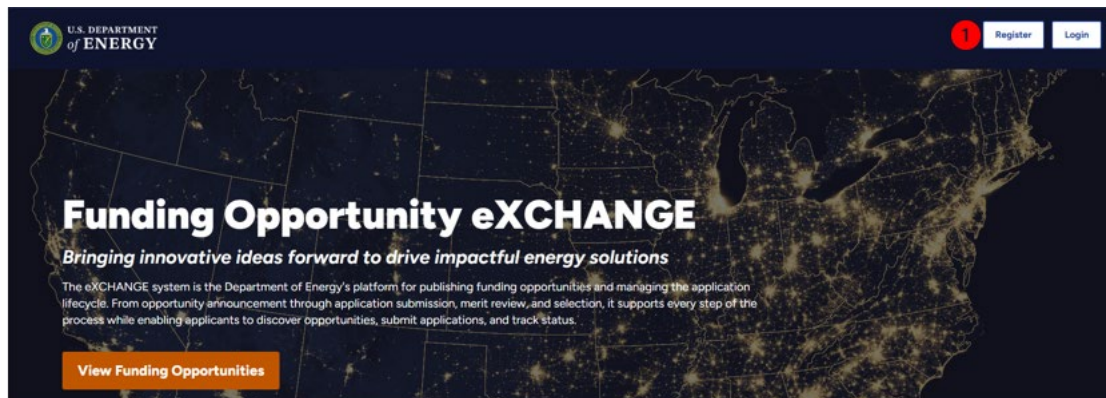
For more information about ID.me, visit <https://id.me/about>.

3.1.3 Account and Access Requirements

- **If you use Login.gov:** If you do not have a Login.gov account, you will need to create one. If you already have a Login.gov account, you can continue to use your existing credentials. You may be asked to provide additional information to complete the identity verification process.

- **If you use ID.me:** If you do not have an ID.me account, you will need to create one. If you already have an ID.me account, you can use it by adding the email address associated with your eXCHANGE account to your existing account.
- **Use the correct email address:** The email address you use to authenticate must match the email address associated with your eXCHANGE account.
- **If you use both services:** You may set up both Login.gov and ID.me for eXCHANGE. Each service has its own password and MFA requirements.

4 Register in eXCHANGE



- **1** – Access [eXCHANGE](#) and click “Register”

4.1 Applicants ONLY



Register for an Account

Create or use an existing Login.gov or ID.me account to verify your identity uniquely. Upon completion, you will be directed back to eXCHANGE to complete the registration process.

Applicants Only Basic Proofing Verify with ID.me or Login.gov	External Reviewers or Applicants Enhanced Identity Proofing Verify with ID.me or Login.gov	DOE Internal or Lab User Enhanced Identity Proofing Verify with OneID
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4.1.1 Basic Identify Proofing and Enhanced Identify Proofing

To register, Applicants can choose **Basic Identity Proofing** or **Enhanced Identity Proofing**. These options offer different levels of identity verification. Both options verify your identity, but Enhanced Identity Proofing requires additional information and provides a higher level of assurance that you are the person associated with the claimed identity. Both options require you to use MFA to login.

DOE follows NIST SP 800-63 Digital Identity Guidelines <https://pages.nist.gov/800-63-4/>

Basic Identity Proofing

Basic identity proofing, also known as Identity Assurance Level 1 (IAL1), provides a basic level of assurance that you are associated with the identity you claim. You will be asked to provide information and complete the verification steps required by Login.gov or ID.me. The information and steps required for Basic Identity Proofing are less extensive than those required for Enhanced Identity Proofing.

Enhanced Identity Proofing

Enhanced identity proofing, also known as Identity Assurance Level 2 (IAL2), provides a higher level of assurance that you are the person associated with the identity you claim. You may be asked to provide additional information or identity evidence, such as a government-issued identification document, Social Security number, phone number, address, or photograph. The specific information and verification steps required depend on the identity service provider and verification method you use.

For information about how your information is collected, used, and protected, review the privacy policy for the identity service provider you select:

Login.gov <https://www.login.gov/policy/>

ID.me <https://www.id.me/privacy>

4.1.1.1 Which option should I choose?

Enhanced Identity Proofing is recommended for the most flexibility and highest assurance level. Alternatively, applicants may use Basic Identity Proofing if unable or unwilling to provide the information required for Enhanced Identity Proofing.

Ensure to choose **Enhanced Identity Proofing** if you currently serve, or may serve in the future, as a **DOE Reviewer**. Enhanced Identity Proofing is required for Reviewers and requires additional information and verification steps to provide a higher level of identity assurance.

4.1.2 Select the Applicable Registration Option and Authenticate

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Register Login

Home > Register

Register for an Account

Create or use an existing Login.gov or ID.me account to verify your identity uniquely. Upon completion, you will be directed back to eXCHANGE to complete the registration process.

Applicants Only
Basic Proofing
1 Verify with ID.me or Login.gov

External Reviewers or Applicants
Enhanced Identity Proofing
2 Verify with ID.me or Login.gov

DOE Internal or Lab User
Enhanced Identity Proofing
Verify with OneID

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Sign on with an existing account

3 Sign in with ID.me

4 LOGIN.GOV

- **1** – Click “Verify with ID.me or Login.gov” in the **Applicants Only** tile if you prefer to register with **basic identify proofing**
- **2** – Click “Verify with ID.me. or Login.gov” in the **External Reviewers or Applicants** tile if you prefer to register with **enhanced identify proofing**
- **3** – Click “Sign in with ID.me” if you will use an ID.me account to register in eXCHANGE
- **4** – Click “Login.gov” if you will use a Login.gov account to register in eXCHANGE

Follow the instructions provided by Login.gov or ID.me to complete the identity proofing process. You will be navigated back to eXCHANGE once the identify proofing process is complete.

4.1.3 Acknowledge the Privacy Act Statement

Privacy Act Statement

Please read and acknowledge the Privacy Act Statement. By acknowledging this statement, you are consenting the collection and use of all personally identifiable information you provide to the system.

Privacy Act Statement

CURRENT AND PENDING SUPPORT FORM

Pursuant to 5 U.S.C. 552a(e)(3), this Privacy Act statement serves to inform you of the following concerning the collection of the information by this system.

AUTHORITY

Collection of the information solicited is authorized by 42 U.S.C. §16538, as amended by America COMPETES Reauthorization Act of 2010 (P.L. 111-358). Department of Energy Organization Act, 42 U.S.C. § 7101 et seq.

Collection of this information is voluntary.

PURPOSE

The information collected will be used in connection with the evaluation of funding proposals. The information may be disclosed to qualified reviewers and staff as part of the proposal review process; to proposer institutions/grantees to provide or obtain data regarding the proposal review process, award decisions, or the administration of awards; to government contractors, experts, volunteers and researchers and educators as necessary to complete assigned work; to other government agencies or other entities needing information regarding proposers or nominees as part of a joint application review process, or in order to coordinate programs or policy; and to another Federal agency, court, or party in a court or Federal administrative proceeding if the government is a party.

ROUTINE USES

1 ☐ I consent to the processing of my personally identifiable information. 1

2 Acknowledge Cancel

- 1 – Select the box to consent to the processing of your personally identifiable information
- 2 – Click “Acknowledge”

4.1.4 Select How to Register

Registration

I want to register as:

- 1 Applicant I want to apply to current or future Funding Opportunities.
- Reviewer I am a subject matter expert and would like to be considered to review incoming funding applications. I am either a federal DOE employee or contractor and ONLY need the reviewer role or I am a lab user who needs the reviewer role.
- DOE Elevated Role I am a federal DOE employee or contractor and will need the Announcement Manager, Announcement Admin, Program Manager, Reviewer Admin, and/or Reviewer role.

- 1 – Select to register as an Applicant

4.1.5 Complete Registration

Registration

1 General Information

Situation:	☐	Title:	☐
First Name:		Organization Type:	
Last Name:		Organization:	

BUSINESS CONTACT INFORMATION

Country:	United States
Address:	
City:	
State:	
ZIP:	
Phone:	
Fax:	
UEI Number:	N/A

Account Information

Business Email/Username:	
Business Email/Username Confirmation:	

2 Register

- **1** – Complete all required fields (those marked with a red asterisk) in the General Information section
- **2** – Click “Register”
 - After registration, you will receive confirmation that your account has been created. You can then log in to submit applications to open opportunities, view submitted applications, and manage your account.

4.2 Reviewers

4.2.1 Authenticate

U.S. DEPARTMENT of ENERGY

Register Login

Home > Register

Register for an Account

Create or use an existing Login.gov or ID.me account to verify your identity uniquely. Upon completion, you will be directed back to eXCHANGE to complete the registration process.

Applicants Only
 Basic Proofing
 Verify with ID.me or Login.gov

External Reviewers or Applicants
 Enhanced Identity Proofing
1 Verify with ID.me or Login.gov

DOE Internal or Lab User
 Enhanced Identity Proofing
 Verify with OneID

U.S. DEPARTMENT of ENERGY

Sign on with an existing account

2 Sign in with ID.me

3 LOGIN.GOV

- **1** – Click “Verify with Login.gov or ID.me” in the External Reviewers of Applicants tile
- **2** – Click “Sign in with ID.me” if you will use an ID.me account to register in eXCHANGE
- **3** – Click “Login.gov” if you will use a Login.gov account to register in eXCHANGE

Follow the instructions provided by Login.gov or ID.me to complete the identity proofing process. You will be navigated back to eXCHANGE once the identify proofing process is complete.

4.2.2 Acknowledge the Privacy Act Statement

The screenshot shows a web form titled "Privacy Act Statement". At the top, it says "Please read and acknowledge the Privacy Act Statement. By acknowledging this statement, you are consenting the collection and use of all personally identifiable information you provide to the system." Below this is a scrollable box containing the following text:

Privacy Act Statement
CURRENT AND PENDING SUPPORT FORM
Pursuant to 5 § U.S.C. 552a(e)(3), this Privacy Act statement serves to inform you of the following concerning the collection of the information by this system.
AUTHORITY
Collection of the information solicited is authorized by 42 U.S.C. §16538, as amended by America COMPETES Reauthorization Act of 2010 (P.L. 111-358). Department of Energy Organization Act, 42 U.S.C. § 7101 et seq.
Collection of this information is voluntary.
PURPOSE
The information collected will be used in connection with the evaluation of funding proposals. The information may be disclosed to qualified reviewers and staff as part of the proposal review process; to proposer institutions/grantees to provide or obtain data regarding the proposal review process, award decisions, or the administration of awards; to government contractors, experts, volunteers and researchers and educators as necessary to complete assigned work; to other government agencies or other entities needing information regarding proposers or nominees as part of a joint application review process, or in order to coordinate programs or policy; and to another Federal agency, court, or party in a court or Federal administrative proceeding if the government is a party.
ROUTINE USES

Below the scrollable box, there is a checkbox labeled "1" and the text "I consent to the processing of my personally identifiable information." with a small red "1" icon. To the right of the checkbox is a red circle with the number "2". Below the checkbox and the "2" are two buttons: "Acknowledge" and "Cancel".

- **1** – Select the box to consent to the processing of your personally identifiable information
- **2** – Click "Acknowledge"

4.2.3 Select to Register as a Reviewer

The screenshot shows a web form titled "Registration". Below the title, it says "I want to register as:". There are three buttons: "Applicant", "Reviewer", and "DOE Elevated Role". The "Reviewer" button is highlighted with a red circle and the number "1". To the right of the buttons, there is text explaining the roles: "I want to apply to current or future Funding Opportunities." for Applicant, "I am a subject matter expert and would like to be considered to review incoming funding applications. I am either a federal DOE employee or contractor and ONLY need the reviewer role or I am a lab user who needs the reviewer role." for Reviewer, and "I am a federal DOE employee or contractor and will need the Announcement Manager, Announcement Admin, Program Manager, Reviewer Admin, and/or Reviewer role." for DOE Elevated Role.

- **1** – Select to register as a Reviewer

4.2.3.1 General and Account Information

Reviewer Registration

Create or use an existing Login.gov or ID.me account to verify your identity uniquely. Upon completion, you will be directed back to eXCHANGE to complete the registration process.

DOE appreciates your interest in serving as a reviewer for funding applications. DOE carefully considers relevant expertise and experience in selecting potential reviewers for funding applications. DOE receives a large volume of inquiries from individuals interested in serving as reviewers, some of whom will not be selected to serve as reviewers. DOE regrets that it is unable to comment on the status of individual applications to serve as reviewers.

1 General Information

The screenshot shows the 'General Information' section of the Reviewer Registration form. It includes fields for Salutation, First Name, Last Name, Organization Type, Organization, Website, Country, Address, City, State, ZIP, Phone, Fax, and UEI Number. There is also a section for 'DOE Program Offices of Interest?' with radio buttons for 'Yes' and 'No' for three questions: 'Are you a Federal Employee?', 'Are you a U.S. Citizen?', and 'Are you currently residing in the United States or any of its territories?'. A 'Resume/CV' upload button is present with a note: 'Valid file types include .doc, .pdf & Office 2007/2010 Word documents (.docx) can be uploaded, but .doc & .docx types are not currently full text searchable. Your CV may be used to assist in matching you to reviews you are most qualified to conduct, therefore please include as much detail as possible about your relevant technical expertise.'

- 1 – Complete all required fields (those marked with a red asterisk) in the General Information section
- 2 – Select the offices you are interested in reviewing applications for in the DOE Program Office of Interest field
 - Your selections indicate your preferences but do not limit the Program Offices for which you may be asked to review applications.

4.2.3.2 Areas of Expertise

Primary and Secondary Areas of Expertise

The screenshot shows the 'Areas of Expertise' section. It has a 'Primary Area of Expertise' field with a 'Select' button. A red arrow points from the 'Select' button to a picklist. The picklist is titled 'Primary Area of Expertise' and contains a list of areas: Agriculture: Energy Systems, Bioenergy: Algae, Bioenergy: Biomass Processing, Bioenergy: Feedstocks, Bioenergy: Infrastructure and Supply Chain, Bioenergy: Integrated Biorefineries, Bioenergy: Other, Bioenergy: Project, Finance, and Regulatory Management, Biofuel Production: Biological Methods, Biofuel Production: Nonbiological Methods, Biomass Production, Buildings, Coal, and Computational Tools. The 'Bioenergy: Algae' option is highlighted. An 'OK' button is at the bottom right.

- 1 – Click "Select" next to the Primary Area of Expertise field in the Areas of Expertise section
- 2 – Select the applicable Primary Area from the picklist
 - Primary Area of Expertise: the main subject-matter area in which you have significant knowledge, experience, or professional experience and are best qualified to review applications

- **3** – Click the plus sign next to the applicable primary area to add a secondary area of expertise
 - Secondary Area of Expertise: an additional subject-matter area in which you have meaningful knowledge, experience, or expertise to competently review applications.
- **4** – Click “Ok” once you have selected the appropriate area(s)

Additional Area(s) of Expertise

The screenshot shows two parts of a web form. On the left, the 'Areas of Expertise' section has a 'Primary Area of Expertise' set to 'Bioenergy' and a 'Change' button. Below it, the 'Additional Area(s) of Expertise' field is empty with a 'Select' button. A red circle with the number '1' is next to the 'Select' button, and a red arrow points from it to the right. On the right, a dialog box titled 'Additional Area of Expertise' is open. It contains a list of areas with checkboxes. A red circle with the number '2' is next to the 'Agriculture: Energy Systems' checkbox, which is checked. A red circle with the number '3' is next to the plus sign icon on the left of the dialog box. At the bottom right of the dialog box, there are 'OK' and 'Cancel' buttons, with a red circle and the number '4' next to the 'OK' button.

- **1** – Click “Select” next to the Additional Area(s) of Expertise field to add Additional Area(s) of Expertise
- **2** – Select the checkbox next to the applicable area(s)
 - Additional Area of Expertise: other area(s) of knowledge, skills, or experience that may be relevant to reviewing applications but are not your primary or secondary areas. These may include specialized topics, technologies, disciplines, or related areas where you have relevant experience.
- **3** – Click on the plus sign to select additional areas
- **4** – Click “Ok” once you have selected the applicable area(s)

Functional Area(s) of Expertise

The screenshot shows a form titled "Areas of Expertise". On the left, there are three sections: "Primary Area of Expertise" with "Bioenergy" and a "Change" button; "Additional Area(s) of Expertise" with a list of options and a "Change" button; and "Functional Area(s) of Expertise" with "None currently selected" and a "Select" button. A red circle with the number "1" is next to the "Select" button, and a red arrow points from it to a second window. This second window, titled "Functional Area of Expertise", contains a list of 20 checkboxes. The first checkbox, "Project Development", is checked and has a red circle with the number "2" next to it. At the bottom of this window are "OK" and "Cancel" buttons, with a red circle and the number "3" next to the "OK" button.

- 1 – Click "Select" next to the Functional Area(s) of Expertise field to add Functional Areas of Expertise
- 2 – Select the checkbox next to the applicable area(s)
 - Functional Area of Expertise: the professional function, discipline, or perspective you bring to the review. These areas describe how you evaluate an application, rather than the subject matter of the application.
- 3 – Click "Ok" once you have selected the applicable area(s)

Technical Area Keywords

The screenshot shows a form section titled "Technical Area Keywords". It includes a text box for entering keywords. Above the text box, there is a small text block that reads: "Please include up to 20 comma-separated key words/phrases that best describe your areas of expertise. This will assist Department of Energy in making reviewer assignments. Separate keywords/phrases with a comma. This field is not case-sensitive. Department of Energy may add additional terms to this list on your behalf based on your CV or past reviews." Below the text box, there is a list of examples: "Examples: vanadium flow batteries, compressed air storage, medium-voltage direct current power electronics, tribology, computational fluid dynamics, ion-conducting polymers, heterogeneous catalysis, personal thermal comfort, light emitting diodes, high-temperature electronics, seismology, actinide separation, perovskite photovoltaics, thermal storage, nuclear magnetic resonance spectroscopy, unmanned aerial vehicles, plant phenotyping, gallium nitride, comminution."

- You may include up to 20 comma-separated key words/phrases that best describe your areas of expertise in the Technical Area Keywords textbox

4.2.3.3 Education & Experience

Education

The screenshot shows the 'Education & Experience' section of a form. At the top, there is a table with columns: Degree Type, Major, and Institution. Below the table, there is a button labeled 'Add Education' with a red circle and the number 1 next to it. Below the button, there are three input fields: 'Degree Type' (with a dropdown arrow), 'Major', and 'Institution'. A red circle and the number 2 are next to the 'Degree Type' field. At the bottom right, there are two buttons: 'Save Education' and 'Cancel'. A red circle and the number 3 are next to the 'Save Education' button. A red arrow points from the 'Add Education' button to the 'Save Education' button.

- 1 – Click “Add Education” in the Education and Experience section
- 2 – Enter all required information
- 3 – Select “Save Education”
- Repeat steps 1-3 to add all applicable degrees

Affiliations

The screenshot shows the 'Affiliations' section of a form. At the top, there is a table with columns: Organization Name, Start Year, End Year, and Details. Below the table, there is a button labeled 'Add Affiliation' with a red circle and the number 1 next to it. Below the button, there are four input fields: 'Organization Name', 'Start Year', 'End Year', and 'Details'. A red circle and the number 2 are next to the 'Organization Name' field. At the bottom right, there are two buttons: 'Save Affiliation' and 'Cancel'. A red circle and the number 3 are next to the 'Save Affiliation' button. A red arrow points from the 'Add Affiliation' button to the 'Save Affiliation' button.

- 1 –Click “Add Affiliation” to add applicable affiliations
- 2 – Complete all required fields
- 3 – Click “Save Affiliation”
- Repeat steps 1-3 to add all applicable awards

Awards

The screenshot shows the 'Awards' section of a form. At the top, there is a table with columns: Award Year, Title, Awarded By, and Details. Below the table, there is a button labeled 'Add Award' with a red circle and the number 1 next to it. Below the button, there are four input fields: 'Award Year', 'Title', 'Awarded By', and 'Details'. A red circle and the number 2 are next to the 'Award Year' field. At the bottom right, there are two buttons: 'Save Award' and 'Cancel'. A red circle and the number 3 are next to the 'Save Award' button. A red arrow points from the 'Add Award' button to the 'Save Award' button.

- 1 – Click “Add Award” to add applicable awards
- 2 – Complete all required fields
- 3 – Click “Save Award”
- Repeat steps 1-3 to add all applicable awards

Publications

Publications:

Publication Year	Journal	Title	Publication Url
No data to display			

1 Add Publication

2 Publication Year: Title: Journal: Publication Url:

3 Save Publication Cancel

- 1 – Click “Add Publication” to add applicable publications
- 2 – Complete all required fields
- 3 – Click “Save Publication”
- Repeat steps 1-3 to add all applicable publications

4.2.3.4 Reviewer Interest and Completion of Reviewer Registration

Reviewer Interest

Please indicate if you are interested in serving as a reviewer for any of the Announcements listed below. If you are interested, please also indicate the number of reviews you would be willing to complete, if selected as a reviewer.

The U.S. Department of Energy carefully considers relevant expertise and experience in selecting potential reviewers for funding applications. The U.S. Department of Energy receives a large volume of inquiries from individuals interested in serving as reviewers, some of whom will not be selected to serve as reviewers. The U.S. Department of Energy regrets that it is unable to comment on the status of individual applications to serve as reviewers.

DOE Program Office	Interested	Announcement Number	Announcement Title	Max Reviews
ARPA-E	1 ☐	BAA_9343473	IDEAS 2.0	25
CMEI	☐	8745847547		25
CMEI	☐	DE-FOA-0008962		25
CMEI	☐	1029384756		25
CMEI	☐	3489774873		25
Indian Energy	☐	87765651		25
ARPA-E	☐	DE-FOA-0001979	BUILDING RELIABLE ELECTRONICS TO ACHIEVE KILOVOLT EFFECTIVE RATINGS SAFELY (BREAKERS)	25
HGEO	☐	34963483		25
ARPA-E	☐	34963498		25

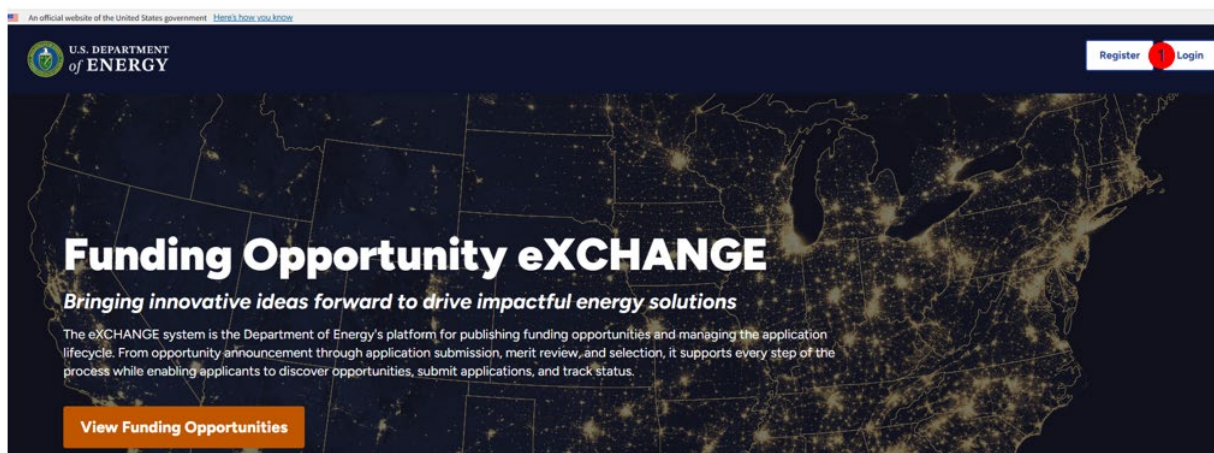
3 ☐ *By checking this box, I certify that the information I have provided is accurate and complete.

4 Complete Reviewer Registration

- 1 – In the Reviewer Interest section, you may indicate whether you are interested in serving as a reviewer for any of the listed announcements
- 2 – If you are interested, indicate the number of reviews you are willing to complete, if selected as a reviewer
- 3 – Click the box to certify the information on the Reviewer Registration page is accurate and complete
- 4 – Click “Complete Reviewer Registration”

- After registration, you will receive confirmation that your account has been created. Your account will automatically include the default **Applicant** role, which allows you to submit applications to open opportunities and manage your account.
- If your **Reviewer** role is approved, you will be notified if/when you are assigned applications to review.

5 Log in to eXCHANGE



- ① – Access [eXCHANGE](#) and click “Login”

5.1 Applicants Only

5.1.1 Basic Identity Proofing and Enhanced Identity Proofing

To log in, Applicants can choose **Basic Identity Proofing** or **Enhanced Identity Proofing**. These options offer different levels of identity verification. Both options verify your identity, but Enhanced Identity Proofing requires additional information and provides a higher level of assurance that you are the person associated with the claimed identity. Both options require you to use MFA to login.

DOE follows NIST SP 800-63 Digital Identity Guidelines <https://pages.nist.gov/800-63-4/>

Basic Identity Proofing

Basic identity proofing, also known as Identity Assurance Level 1 (IAL1), provides a basic level of assurance that you are associated with the identity you claim. You will be asked to provide information and complete the verification steps required by Login.gov or ID.me. The information and steps required for Basic Identity Proofing are less extensive than those required for Enhanced Identity Proofing.

Enhanced Identity Proofing

Enhanced identity proofing, also known as Identity Assurance Level 2 (IAL2), provides a higher level of assurance that you are the person associated with the identity you claim. You may be asked to provide additional information or identity evidence, such as a government-issued identification document, Social Security number, phone number, address, or photograph. The specific information and verification steps required depend on the identity service provider and verification method you use.

For information about how your information is collected, used, and protected, review the privacy policy for the identity service provider you select:

Login.gov <https://www.login.gov/policy/>

ID.me <https://www.id.me/privacy>

5.1.1.1 Which option should I choose?

Enhanced Identity Proofing is recommended for the most flexibility and highest assurance level. Alternatively, applicants may use Basic Identity Proofing if unable or unwilling to provide the information required for Enhanced Identity Proofing.

5.1.2 Select the Applicable Log In Option, Authenticate, and Log In

The screenshot shows the U.S. Department of Energy login interface. At the top, there's a dark blue header with the DOE logo and 'U.S. DEPARTMENT of ENERGY' text, along with 'Register' and 'Login' buttons. Below the header, the main heading is 'Login to your eXCHANGE Account' with a subtext: 'You can access your account by signing in with one of the options below'. There are three main tiles: 1. 'Applicants Only' with 'Basic Proofing' and a button '1 Login with ID.me or Login.gov'. 2. 'External Reviewers or Applicants' with 'Enhanced Identity Proofing' and a button '2 Login with ID.me or Login.gov'. 3. 'DOE Internal or Lab User' with 'Enhanced Identity Proofing' and a button 'Login with OneID'. A red arrow points from the '2 Login with ID.me or Login.gov' button to a section below the tiles. This section has the DOE logo and 'U.S. DEPARTMENT of ENERGY' text, followed by a grey bar with 'Sign on with an existing account'. Below this are two buttons: '3 Sign in with ID.me' and '4 LOGIN.GOV'.

- **1** – Click “Login with ID.me or Login.gov” in the **Applicants Only** tile if you prefer to login with **basic identify proofing**
- **2** – Click “Login with ID.me or Login.gov” in the **External Reviewers or Applicants** tile if you prefer to register with **enhanced identify proofing**

- **3** – Click “Sign in with ID.me” if you will use an ID.me account to log in to eXCHANGE
- **4** – Click “Login.gov” if you will use a Login.gov account to log in to eXCHANGE

Follow the instructions provided by Login.gov or ID.me to complete identity proofing. Once complete, you will be redirected to eXCHANGE and automatically signed in.

5.2 Reviewers: Authenticate and Log In

U.S. DEPARTMENT of ENERGY

Register Login

Home Login

Login to your eXCHANGE Account

You can access your account by signing in with one of the options below

Applicants Only
 Basic Proofing
 Login with ID.me or Login.gov

External Reviewers or Applicants
 Enhanced Identity Proofing
1 Login with ID.me or Login.gov

DOE Internal or Lab User
 Enhanced Identity Proofing
 Login with OneID

U.S. DEPARTMENT of ENERGY

Sign on with an existing account

2 Sign in with ID.me

3 LOGIN.GOV

- **1** – Click “Login with ID.me or Login.gov” in the External Reviewers or Applicants tile
- **2** – Click “Sign in with ID.me” if you will use an ID.me account to log in to eXCHANGE
- **3** – Click “Login.gov” if you will use a Login.gov account to log in to eXCHANGE

Follow the instructions provided by Login.gov or ID.me to complete identity proofing. Once complete, you will be redirected to eXCHANGE and automatically signed in.