



New EnVision Center

Account Creation and Application Submission Process



Office of Innovation

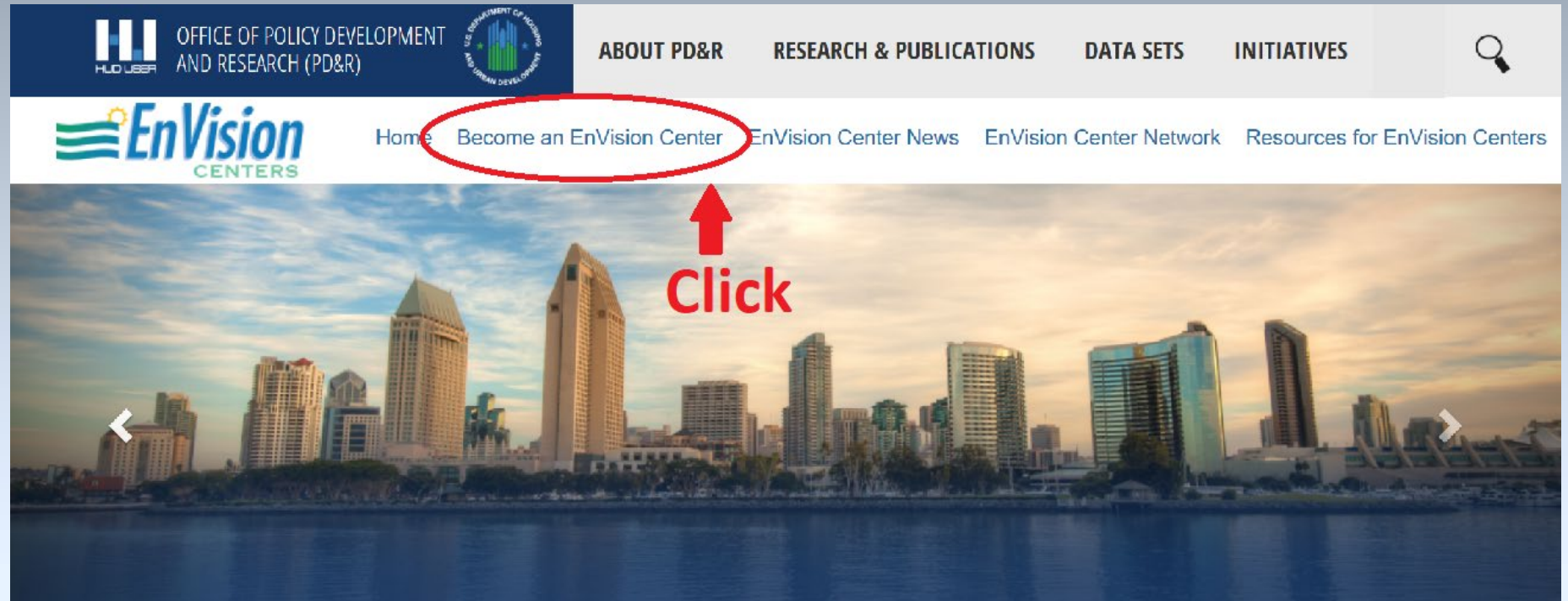
Version 1.0

As of: July 15, 2020

Account Creation and Application Submission Process



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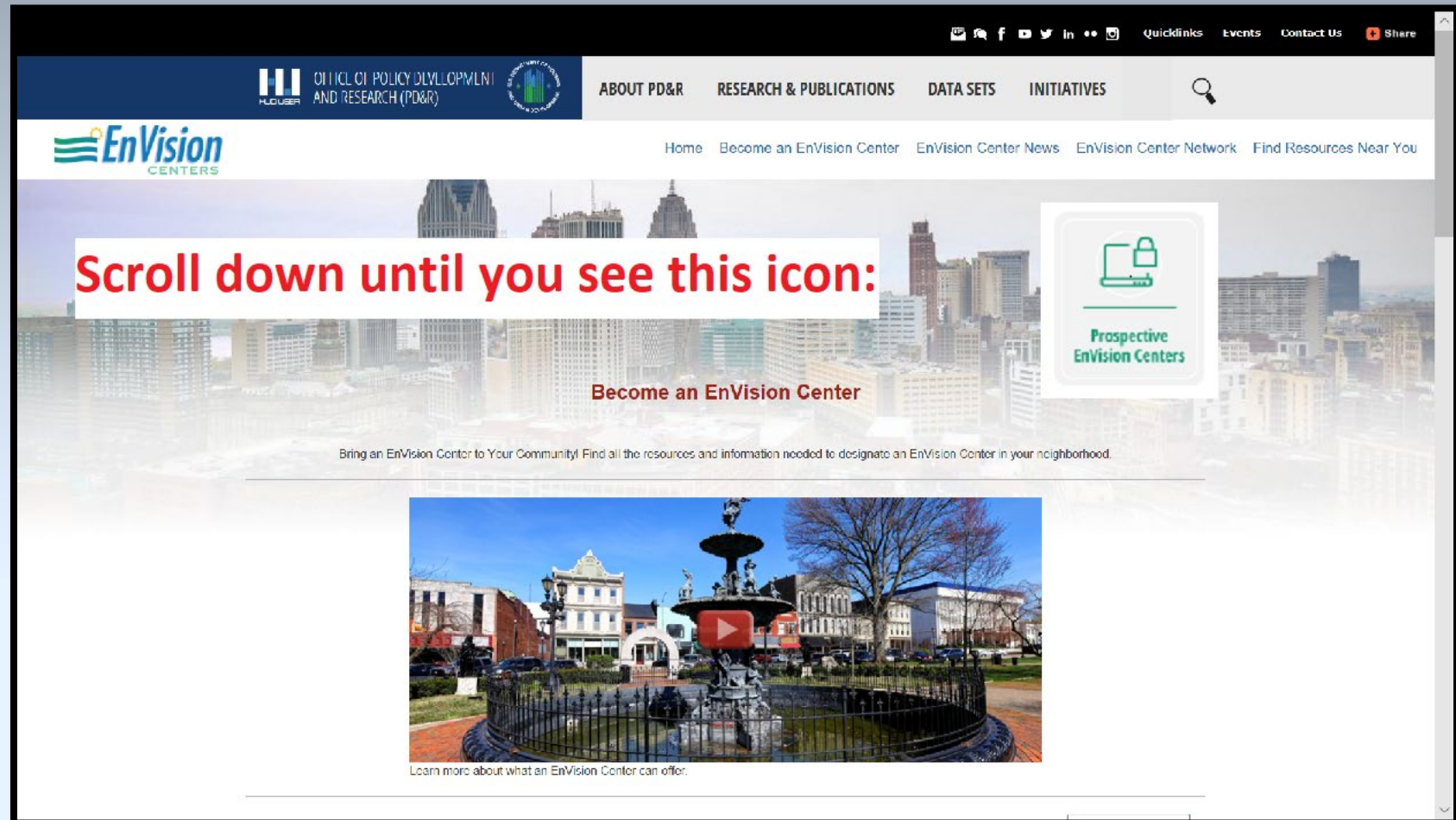


Step 1-Click on **Become an EnVision Center** tab.

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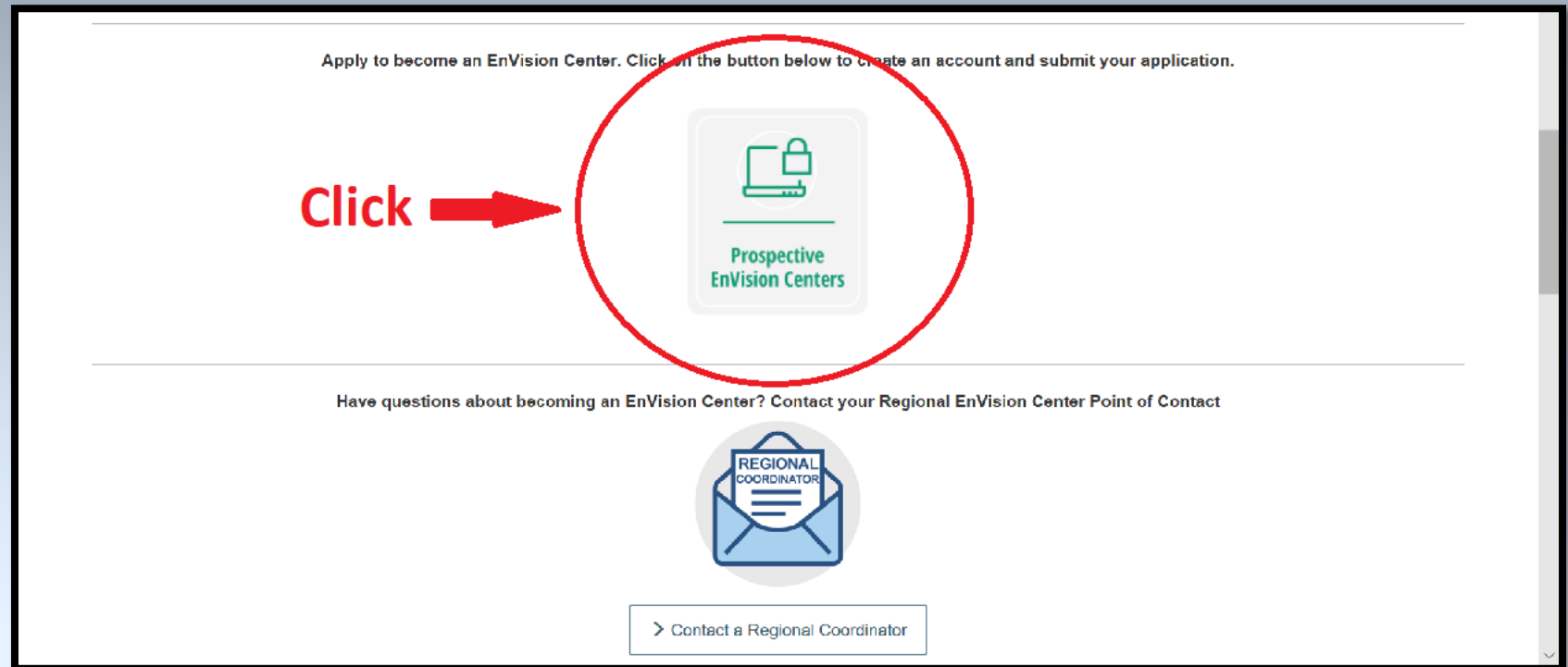
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Step 2-Scroll down until you see the **Prospective EnVision Centers** icon.

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Step 3- Click on that icon.

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1. Enter your email address here →

2. Click

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EnVision CENTERS

Sign In

Please sign in below to access your EC Net account

Thank you. A verification message has been sent to the email address you provided. Please click on the "verify email" button within the message to proceed to the next step.

Email Address

Password

☐ Remember Me

[Sign In](#) [Forgot Your Password?](#)

Don't have an account? [Create an account](#)

Check your email for registration verification instructions

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Please verify your email by clicking on the button below.

Click



Verify Email

Step 6-Verify Email.

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AND RESEARCH (PD&R)

EnVision
CENTERS

Thank you for verifying your email. Please create a password.

Create a password

Set Password

Password

Confirm Password

Submit

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The screenshot shows the sign-in interface for EnVision Centers. At the top, there are logos for the Office of Policy Development and Research (PD&R) and EnVision Centers. The background is a cityscape. The sign-in form includes a 'Sign In' link, a message 'Please sign in below to access your EC Net account', and a green notification bar stating 'Your password has been set. Please log in below'. The form has two input fields: one for the email address and one for the password. Below the password field are links for 'Let me remember me', 'Forgot Your Password?', and 'Don't have an account? Create an account'. A blue 'Sign In' button is located below the 'Forgot Your Password?' link. Three red arrows and numbers indicate the steps: 1. Enter email address used for registration (pointing to the email field), 2. Enter password (pointing to the password field), and 3. Click (pointing to the 'Sign In' button).

1. Enter email address used for registration

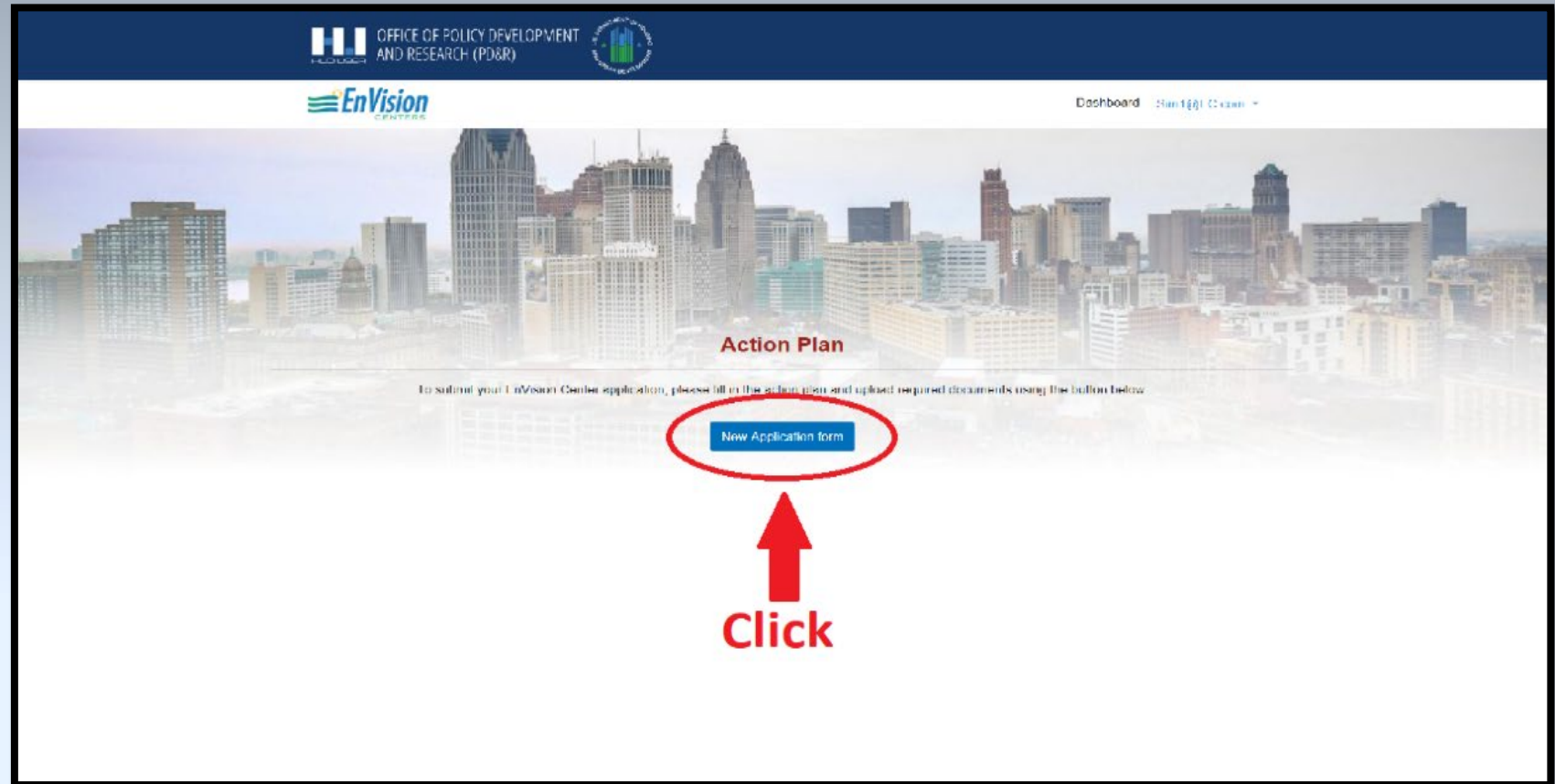
2. Enter password

3. Click

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Step 9-Complete the form and upload other documents required for the application process.

Accounting Manual

Vision Creativity

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**See note below for info
about these options**

OMB Control Number: 2528-0322
Expiration Date: 04/30/2022

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Indicate the type of service, activities, or programming that will be provided at the EnVision Center site. For each, list the target population for those services, the name of the service provider, the type of service provider (e.g., federal government, local government, mission-based non-profit, faith-based organization), and the pillar to which the service aligns (1. economic empowerment, 2. educational advancement, 3. health and wellness, and/or 4. character and leadership).

Service	Target Population	Service Provider	Type of Service Provider	Pillar Alignment	
Service	Target	Provider	Other	Economic Empowerment	Add new Row

Indicate any identified gaps in available services. For each, list the target populations for such services, desired partners, desired programs, and what type of partner or programs those are (e.g., federal government, local government, mission-based non-profit, faith-based organization).

Existing Service Gaps	Target Population	Partner/Program	
Gaps	Target		Add new Row

Attachment(s): Please upload the [Action Plan](#) PDF.

Uploaded PDF: [EnVision E-Plan Brochure](#)

Replace PDF: [Browse...](#)

[Add more files](#)

This site says...
Are you sure you want to submit the Action Plan?

[OK](#) [Cancel](#)

Click

[Save](#) [Save and Exit](#) [Submit](#)

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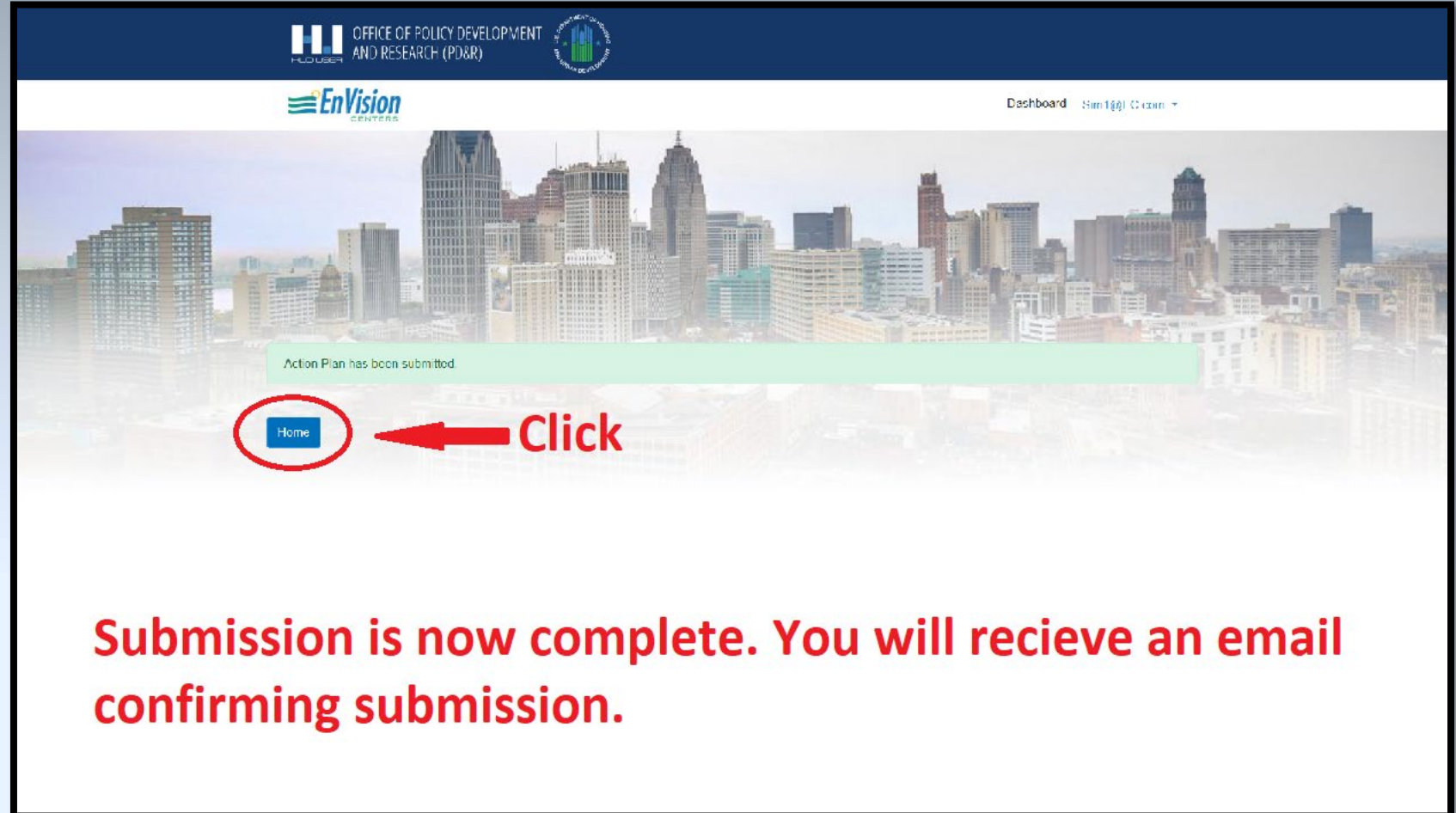
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Step 11-Click the **ok button** if you are ready to submit the Action Plan.

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Step 12-Submission is complete, and you will receive an email confirming submission of your application.

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EC Dashboard page now lists a submitted application

Action Plan has been submitted.

EC Application: EC Name

Site Name	Last Updated	View	Edit	Uploaded File(s)	EC Application Status
EC Name	07/02/2020	View PDF	Edit Action Plan	Download Files(s)	Submitted

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Step 13-After submission of your application and other documents, this page will state that your application has been submitted.

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EnVision CENTERS

Dashboard Settings

Action Plan has been saved.

EC Application: EC Name

Action Plan

Site Name	Last Updated	View	Edit	Uploaded File(s)	EC Application Status
EC Name	07/01/2020	View PDF	Edit Action Plan	Download File(s)	Draft