

# ESA Partner Portal Registration Green Light-Go and ARLE Funding Programs

This document describes how to obtain access to the ESA Partner Profile, which is required to submit reimbursement requests for Green Light-Go and ARLE funding programs.

## 1. Login to the ESA Partner Portal

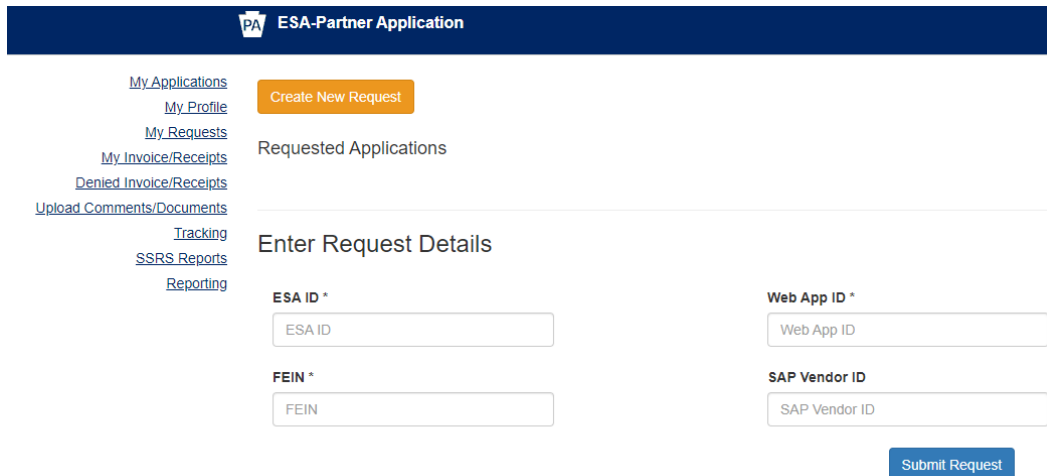
Login to the [ESA Partner Portal](https://apps.dced.pa.gov/esa-partner/) using your Keystone Login. (<https://apps.dced.pa.gov/esa-partner/>)

If you do not have a Keystone Login, you can create one using the link above.

## 2. Request access for your grants

After logging in, click on “My Applications” and then click on the orange button indicating “Request Access for Applications.”

On the next screen, click on “Create New Request.”



The following information is required:

- **ESA ID:** This can be obtained from the application form, which should be attached as an exhibit in your executed grant agreement (example below)

**COMMUNITY AND ECONOMIC DEVELOPMENT  
Single Application for Assistance**

**Application #:**  
**202006243416**

**Web App ID #:**  
**8411611**

If you are unable to locate this number, please email [RA-PDSIGNALFUNDING@pa.gov](mailto:RA-PDSIGNALFUNDING@pa.gov).

- **Web App ID:** This will be automatically populated after the ESA ID is entered
- **FEIN:** Enter the grantee’s federal tax ID number, which must match the application.

Click the “Submit Request” button.

## 3. Notify PennDOT to approve access

After submitting, please email us at [RA-PDSIGNALFUNDING@pa.gov](mailto:RA-PDSIGNALFUNDING@pa.gov) and ask us to approve access.