



FLORIDA ACCOUNTABILITY CONTRACT TRACKING SYSTEM

FACTS User Account Request Form

Last Name	First Name	Middle Initial	Email Address	Phone Number	Agency OLO	Action	FACTS User Role

Authorizing Agency Access Approver: _____
Date: _____

FACTS User Roles:
Contracts/Disbursements User – Can add and update Contracts/Grant Disbursements only.
Grant Awards User – Can add and update Grant Awards only.
All Agreements User – Can add and update Contract/Grant Disbursements and Grant Awards.
Inquiry User – Can only view Contract/Grant Disbursements and Grant Awards.