## MULTIFACTOR AUTHENTICATION

Multifactor Authentication (MFA) is required to login to IPP. Multifactor authentication strengthens account security by requiring two factors to confirm user identity. These factors usually include:

- **Something you know -** A username and password, for example, plus

- **Something you own -** Like a smartphone, tablet, or mobile app

IPP is partnering with third party credential service providers (CSPs) to enable MFA. Users will be required to verify their identity through one of these CSPs before accessing IPP. All users will have to create a new or use an existing ID.me or Login.gov account.
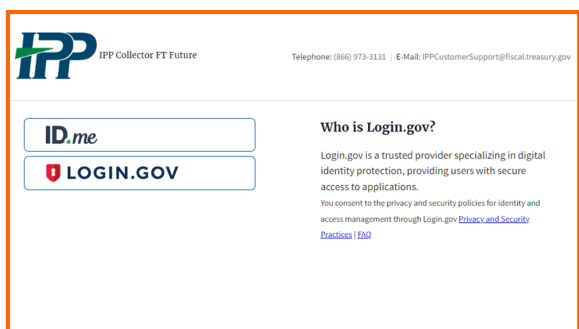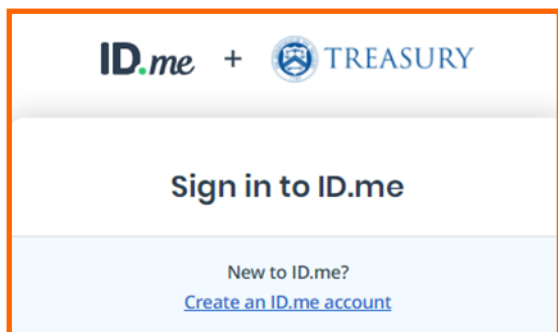

IPP Login Page

CREATING AN ID.ME ACCOUNT

Click "ID.me" on the IPP CSP selection page. This will send you to the ID.me login page. If you do not have an existing ID.me account and would like to create one, then review the requirements and steps before you click "Create an ID.me account" on the ID.me login page. You do not need to complete the identity verification steps.

Note: If an existing account will be used, users must ensure that their IPP account email address is added to the ID.me account as the underline primary end underline email address.

For assistance with creating or maintaining your ID.me account, please access the ID.me Help Center.

CREATING A LOGIN.GOV ACCOUNT

Click "Login.gov" on the IPP CSP selection page. This will send you to the CSP login page. If you do not have an existing Login.gov account, then click "Create an account" and follow the steps outlined here.

For assistance with creating or maintaining your Login.gov account, please access the Login.gov Help Center.

FAQ

What are ID.me and Login.gov?
ID.me, a certified commercial identity provider, provides secure identity verification services. Treasury partners with ID.me to make sure you are you – and not someone pretending to be you – when you request access to Treasury programs like IPP.

Login.gov, a trusted, government-issued sign-in service, offers secure and private online access to U.S. government programs, such as federal benefits, services, and applications. With a Login.gov account, you can sign into multiple government websites with the same email address and password.

Why is the Invoice Processing Platform (IPP) using ID.me and Login.gov?
ID.me and Login.gov use two-factor authentication, and stronger passwords, that meet new National Institute of Standards of Technology (NIST) requirements for secure verification. By using ID.me or Login.gov, you will get an extra layer of security to help protect your IPP account against password compromises.

What do I need to create an ID.me or Login.gov account?

You will need the email address associated with your IPP account. You will also need to provide a valid mobile phone number or a landline without an extension.

FAQ

What email address do I use to create an ID.me or Login.gov account?

Use your IPP account email address, so we can automatically link your IPP account to your ID.me or Login.gov account. If you use a different email address, we will not be able to link your account.

This process only works if the ID.me or Login.gov email address in the sign-in process is the same as your IPP account email address.

Will I be able to use a group email?

To access IPP, each individual user must have their own account. Group email addresses should not be used once MFA is enabled because account access is provided based on verification of your email address.

When creating an ID.me or Login.gov account, you will be required to confirm your email address. Confirming your email address certifies that you are the owner of the email address you provided. You will also be asked to set up multi-factor authentication to secure your account. After you set up MFA for your ID.me account, to sign in, you will enter your email address and password, and confirm your sign-in using the MFA method you choose. This will require you to have access to a smartphone, landline without extension, or a tablet.

What if I already have an ID.me or Login.gov account?

You may use an existing account easily as long it is the same email address as your IPP account. Otherwise, if it is not the same (e.g., personal email versus work email) you will need to sign into your ID.me or Login.gov account and add your IPP account email address.

For **ID.me, t**he primary email address in your existing ID.me account **must** match the email address in your IPP account. Please follow the instructions in ["Changing you primary email address"](#) to update the primary email address in your ID.me account.

For **Login.gov**, add a secondary email address following the instructions in part 1 of [Changing or adding (part 1 only) a login.gov email](#). Once your email address is verified, you can then sign into your Login.gov account using that new email and your existing password.

I have an existing ID.me or Login.gov with my personal email address. Can I use the existing account, or should I register for a new one with my work email address, since I submit invoices on behalf of my company?

You may use an existing account easily as long it is the same email address as your IPP account. Otherwise, if it is not the same (e.g., personal email versus work email) you will need to sign into your ID.me or Login.gov account and add your IPP account email address. Please refer to "**What if I already have an ID.me or Login.gov account?**" to update your email address in your ID.me or Login.gov account. If you prefer, you can create a new ID.me or Login.gov account with your IPP account email address.

Can I use a different email address from my IPP account email address, when setting up my ID.me or Login.gov account?

When you first create your ID.me or Login.gov account, you must use the same email address you currently use for signing in to IPP. This will then automatically link your IPP account information to your new ID.me or Login.gov account.

Can I share an ID.me or Login.gov account and profile with another person within my organization?

No, you cannot share an ID.me or Login.gov account and profile with another person or use a group email address to create a new account. Each user **must** create an ID.me or Login.gov account to get access to IPP.