MyWisconsin ID Help For Online Loan Systems

Visit Environmental Loans Online Systems webpage at dnr.wi.gov/aid/OnlineSubmissions.html

WAMS is being replaced by MyWisconsin ID

Coming soon! The current Web Access Management Systems (WAMS) login platform used to access the Environmental Loans Online Systems is transitioning to the new, advanced MyWisconsin ID login system.

Note: The migration date of May 28 is being rescheduled. The DNR will reschedule this migration and will provide updated information as soon as it becomes available.

What does this mean for me?

Self-register for a MyWisconsin ID account

After the migration has been completed, you will not be able to access the Environmental Loans Online Systems until you create a MyWisconsin ID account. Any users who have a WAMS account will be required to set up a new login, password and multi-factor authentication (MFA) preferences through MyWisconsin ID to prepare for the transition. For guidance, see "What do I need to do?" below.

- If you already created a MyWisconsin ID for another DNR system or State agency (e.g. Department of Agriculture, Trade and Consumer Protection), you do **not** need to create another.
- Registration is time sensitive. Once the base information is entered, registration must be completed within 2 hours (including MFA setup). Accounts that are not completely set up are automatically deleted every 2 hours. If you were unable to complete all registration steps (verify email, create password, enroll in at least one MFA method) in one sitting, please wait 2 hours and then start the registration process over.

No shared accounts

Users that share a WAMS account must create their own MyWisconsin ID accounts. A specific MyWisconsin ID is for an individual person, not a facility or company and should NEVER be used by others. Because MFA is used, the MyWisconsin ID account cannot be shared with others – all users must have their own account.

Multi-factor authentication (MFA) is an electronic security process that requires users to provide at least two factors of information during the login procedure to gain access to an account. For example, after entering your password, you must also enter a one-time verification code you receive via text message.

What is MyWisconsin ID?

MyWisconsin ID, provided by the Department of Administration (DOA) allows users the ability to securely access various participating online state services and systems using a single user ID and password. The current login systems (WAMS and Wisconsin Logon Management System [WILMS]) were built with old technology and will no longer be available after December 2026. MyWisconsin ID uses modern authentication, which provides better functionality and security improvements, including fighting against identity theft. More information about MyWisconsin ID and the transition is available on the DNR's MyWisconsin ID webpage and the DOA's MyWisconsin ID FAQs webpage.

Note: The timeline in this publication applies only to the Environmental Loans Online Systems, which are used to apply for Clean Water Fund Program (CWFP) and Safe Drinking Water Loan Program (SDWLP) financial assistance. State agencies and programs are migrating to MyWisconsin ID at different times between now and December 2026. In the meantime, a WAMS ID may be needed for some systems, while a MyWisconsin ID will be needed for others.

DNR, Environmental Loans Section—CF/2, 101 S. Webster Street, PO Box 7921, Madison, WI 53707-7921 SDWLP 608-720-0802 PUB-CF-041 05/2025 Wisconsin DNR Environmental Loans Section CWFP 608-358-3330

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Program implementation details are outlined in chs. NR 162 and NR 166, Wis. Adm. Code. This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in state statutes or administrative rules are referenced. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing state statutes and administrative rules to the relevant facts. The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240. This publication is offered in other formats upor request, call 608-267-9481.



What Do I Need To Do?

Self-register for a MyWisconsin ID account

If you currently have a WAMS account, you must self-register for a MyWisconsin ID by following the step-by-step guide on the DOA's <u>MyWisconsin ID Self Registration webpage</u>. You can also watch the <u>How to Create a MyWisconsin ID video tutorial</u>.

Step 8 is the last step in the DOA's guide. After setting up at least one MFA method for your account, you will be directed to the last screen to set up additional MFA methods *if desired*.

• Scroll to the bottom of the security methods list and click "Continue" to complete your registration.



After you click "Continue", you will be signed in to your new MyWisconsin ID account and see a screen like the one shown below. You do not need to do anything when you get to this screen – **simply exit this page**.

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What happens next?

Once your MyWisconsin ID and MFA preferences are set up:

- You will continue to access the Environmental Loans Online Systems using the WAMS option. Note that the WAMS option will be removed later in 2025.
- The DNR Environmental Loans Section plans to have the migration completed soon.
- After the migration is complete, you will use the MyWisconsin ID option to access the Environmental Loans Online Systems. The first time you log in using your new MyWisconsin ID, you will be prompted to transfer your WAMS data (permissions, "Financial: CWFP/SDWLP Loans – ITA/PERF and Application Systems" access roles) to your new MyWisconsin ID account. For guidance, see "Linking WAMS Data to MyWisconsin ID" below. If you skip the transfer step, you will likely have to "re-request" new access to the Environmental Loans Online Systems via the DNR Switchboard.

How will I know it's time to use MyWisconsin ID?

Once we have completed the move to MyWisconsin ID for the Environmental Loans Online Systems, the DNR Environmental Loans Section will notify you through a GovDelivery email, which we would also post to our <u>News</u> webpage, through an email from our <u>Section staff</u>, or both. You can also check the status of the log in platform transition yourself through the DNR Switchboard.

Self-verification instructions for DNR Switchboard

Most users are familiar with the DNR Switchboard webpage shown below. Clicking "Log In/Create User ID" on this webpage will take you to the Switchboard Log In Options webpage (pictured below).



Users will know that it is time to use their new MyWisconsin ID when the "**CWFP/SDWLP Loans – ITA/PERF and Application Systems**" bullet point moves from the "WAMS Switchboard" box on the left to the "MyWisconsin ID Switchboard" box on the right, see image below.

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Note: If users have their WAMS account saved as a bookmark, they will see a redirect link, like the one shown below, that will take them to the Switchboard Log In Options webpage (shown above).



Linking WAMS Data to MyWisconsin ID

The first time you log in using your new MyWisconsin ID, you should transfer your previous WAMS data (permissions, "Financial: CWFP/SDWLP Loans – ITA/PERF and Application Systems" access roles) to your new MyWisconsin ID account. If you skip the transfer step, you will likely have to "re-request" new access to the Environmental Loans Online Systems via the DNR Switchboard.

1. DNR Switchboard webpage (shown below).

a. Clicking "Log In/Create User ID" on the DNR Switchboard webpage will take you to the Switchboard Log In Options webpage.



- 2. Switchboard Log In Options webpage (shown below).
 - a. Choose the MyWisconsin ID Switchboard option by clicking "Go to MyWisconsin ID" on the Switchboard Log In Options webpage.



3. Login webpage (shown below).

- a. Note: The title of the Login webpage should be either "CWFP/SDW Intent to Apply (ITA)" or "CWFP/SDW Loan Application and Document Upload." Except for the title, these Login webpages are identical to one another. Please do not bookmark either of these pages.
- b. Under MyWisconsin ID, click "Sign In."
- c. You will be prompted to verify your identity with the email, password, and multi-factor authentication (MFA) method you selected during the MyWisconsin ID self-registration process. Note: You may be prompted to continue selecting certain images on the screen until the system determines that you have proven you are not a robot.

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LOGIN 💿	**Please don't bookmark this page.				
Welcome to State of Wisconsin Secured Login. To protect Wisconsin Department of Natural I enforcement of Multi-Factor Authentication (MFA).	Resources (DNR) systems, DNR has upgraded to new secured login functionality, including				
The State of Wisconsin is moving toward a single personal account for each customer to en	sure private access to participating Wisconsin government resources.				
Every customer will benefit from the advanced ID security used to access any State of Wisco streamlined with a single sign-on solution where available. The new MyWisconsin ID accoun from having to remember numerous IDs and passwords for each individual interaction with agencies including DNR.	onsin systems. With one personalized email-based ID, access to many systems will be nt will replace multiple state login processes including WAMS and saves each customer in the state. Only a single MyWisconsin ID per person is needed to interact with state				
Tips for successful registration					
 Registration is time sensitive – Once the base information is entered, registration mut By default, registration includes MFA setup – See below for more about MFA. Only one MyWisconsin ID is needed to access applications at DNR and any other state A specific MyWisconsin ID is for an individual person, not a facility or company ID, and MyWisconsin ID Frequently Asked Questions (FAQs) 	ist be completed within 2 hours, or the account will be deleted. e agencies using MyWisconsin ID. d should NEVER be used by others.				
MYWISCONSIN ID	STATE EMPLOYEE				
SIGN IN	SIGN IN				
Create new account Forgot password or locked account Help	Forgot password or locked account Help				

- 4. Login Account Permissions webpage (shown below).
 - a. **The first time you log in** using your new MyWisconsin ID, you should transfer your previous WAMS data (permissions, "Financial" access roles) to your new MyWisconsin ID account. Read the transfer option descriptions on the webpage to make an informed choice. If you skip the transfer step, you will likely have to "re-request" new access to the Environmental Loans Online Systems via the DNR Switchboard.



i. For existing users: Click "Transfer WAMS Data." You will be prompted to enter your old WAMS ID username and password. Click "Submit".

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lote: You will not be prompted to 'T	nsfer WAMS data' in the future once you click submit.

- ii. For new users: Users without previous WAMS data can click "Continue As New User."
 - New users will need permission to access systems and reports, see the <u>DNR Switchboard</u> <u>Instructions, FAQs and Troubleshooting webpage</u>. Choose the "Financial" access role for the Environmental Loans Online Systems. To find the correct municipality, you can enter either the Facility ID (FID) number, WPDES permit number, Public Water Supply number, or Department of Revenue (DOR) municipal code. The DOR municipal codes can be found in the *second* column of this <u>spreadsheet</u>.

Additional Notes

After the Environmental Loans Online Systems transfer to MyWisconsin ID, the access links to the online loan systems will change. These links are and still will be available on the <u>Online Systems webpage</u>.

After the transition from WAMS to MyWisconsin ID, you should notice an appearance change on the login screen, as shown below.

Continue using your WAMS login information when you see this screen.	Begin using your new MyWisconsin ID login information when you see this screen.				
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User ID: Password: WEB ACCESS MANAGEMENT SYSTEM Login Eorpot your password? Is your account locked? Request a Wisconsin User ID and Password.	MyWisconsin ID Sign In Email address example - user@domain.com				
Vou are about to access a State of Wisconsin computer system. This is a restricted computer system for authorized user only, all and may contain U.S. Government information. All data contained on this pystem is owned by the State of Wisconsin. The State of Wisconsin reserves the right to audit. monotor, record and/or disclose all transactions and data sent over this system is a manner concent of State of disclose all shares and the system by any users and shares and data sent over the right to any the state of wisconsin reserves the right to audit. monotor, record and/or disclose all transactions and data sent over this system is a manner concent of State and for all shares and the system by any users and the system. Any lifegal, unauthorized use or modification of the septrovel, scanned, and licensed for State of Wisconsin use is parmitted on this system. Any lifegal, unauthorized use or modification of the spectrovel, scanned, and licensed for State of Wisconsin use is parmitted on the system. Any lifegal, unauthorized use or modification of the spectrovel, scanned, and licensed for State of Wisconsin uses is parmitted on the system. Any lifegal, unauthorized use or modification of the spectrovel of the scale of factore lists. With the spectrometer of the state of Wisconsin data set of factore lists. WMMS Hamme Mannee data the whenhandt this page.	Next Unlock account? Help				

Additional Resources

- Visit the <u>MyWisconsin FAQ webpage</u> for answers to common questions or contact the MyWisconsin account service desk at 608-471-6667.
- Wisconsin DOA's <u>MyWisconsin ID general webpage</u>
- Wisconsin DNR's <u>MyWisconsin ID general webpage</u>
- "How to Create a MyWisconsin ID" video tutorial
- Environmental Loans Online Systems Login Changes flyer.
- Read about the switch in the Environmental Loans <u>December 2024 Newsletter</u> and <u>May 2025 bulletin</u>.

Contact Information

For support with the Environmental Loans Online Systems, first contact your DNR loan project manager.

For additional assistance, or if you do not have an assigned DNR loan project manager, contact the MyWisconsin ID implementation team for the DNR Environmental Loans Section:

- Kate Leja-Brennan, loan project manager, at <u>Kathryn.Leja@Wisconsin.gov</u> or 608-261-7434.
- Blythe Cassidy, loan project manager, at <u>Blythe.Cassidy@wisconsin.gov</u> or 608-640-0509.
- Kay Christensen, outreach coordinator, at <u>Kay.Christensen@wisconsin.gov</u> or 608-220-7215.
- Suzy Hasheider, loan project manager, at <u>Suzan.Hasheider@wisconsin.gov</u> or 608-438-3055.