



## Welcome to the Bid Credit Program!

Now that you are an approved BCP contractor, here are the next steps you can take!

1. Create a free Smartsheet Account with the **SAME** primary email you registered with!

- You can access your personal dashboard here:  
<https://app.smartsheet.com/dashboards/X27cWCM966fFFVrJvwFpw78FcP9G2447wmRV72r1>
- If you don't already have a Smartsheet account with the SAME primary email you registered with, you will need to create one.
- If you don't remember the password, you can use the "Send me a code" option!
- You can **ONLY** access your personal dashboard with the **SAME** primary email you registered with.

A screenshot of the Smartsheet login page. At the top, it says "smartsheet" and "Welcome back to Smartsheet". Below this, there is a link "Don't have an account? Create one" with a blue arrow pointing to it. There are three buttons for social login: "Sign in with Google", "Sign in with Microsoft", and "Sign in with Apple". Below these is a link "Or" and an "Email" section with a text input field "Enter your email". There is a button "Send me a code" and a button "Sign in with email and password". At the bottom, it says "Select Smartsheet data region: North America" with a dropdown arrow and a help icon.

2. If you have already employed an Illinois Works Pre-apprenticeship graduate that is enrolled in an USDOL-RAP, you can start requesting bid credits now!



3. If you do NOT have an Illinois Works Pre-apprenticeship graduate employed, you can complete a [Job Order Request](#) or request a customized [List of Graduates](#)!

**\*If you have any questions or technical difficulties, please email us at [CEO.BidCreditProgram@illinois.gov](mailto:CEO.BidCreditProgram@illinois.gov) for assistance!**