



NATURAL RESOURCES
DIVISION

EnABLE™ User Access Form

4/9/2025

Type of form (please mark all that apply.)

New recipient user(s)

Update recipient user(s)

New consultant/engineer(s)

Update consultant/engineer(s)

Add users to project

(include EnABLE project number)

Organization Legal Name: _____

Organization DBA or Short Name: _____

FEIN: _____ SAM.gov UEI: _____

Mailing Address: _____

Physical Address: _____

Name	Title	Email Address	Phone Number	Role	EnABLE Project#	Funding Applications	Loan Documents	Draw Request
				Primary Contact				
				Accounts Payable/ Billing contact				

Name and Title of Authorized Representative	Date	Signature

- **Primary Contact** (Required): person to contact for all funding related questions.
- **Accounts Payable/Billing contact** (Required): person to contact related to loan repayment, will receive emailed debt service invoices for outstanding loans.
- **Secondary Contact** (optional) person that may be contacted in the absence of the Primary Contact or by designation by Primary Contact.
- **Consultant or Consulting Engineer with Funding Applications checked** can initiate: a funding application but not submit it. The Consultant or Consulting Engineer will need to notify the applicant when a funding application is ready to be reviewed and/or submitted. The application must be submitted any authorized signatory authority.
- **Consultant or Consulting Engineer (optional) with the Draw Request checked**: person that can initiate draw requests to be approved by Client DCE Reviewer. System allows only one Consultant or Consulting Engineer with the Draw Request Checked.
- **Check the funding application and/or draw request for at least one user for the organization**. For the organization user a project number is not required. Multiple users may have this functionality.
- **Multiple forms may be submitted if needed to include additional users**

Natural Resources Division, 10421 W Markham St., Little Rock, AR 7220 (501) 225-1598

Submit to: AGRI.Applications@agriculture.arkansas.gov

EnABLE User Access Form

To create an EnABLE User Account, please complete the form, must be signed by authorized signatory on file with ANRD. Please check the type of for

Definition of Role:

Primary Contact (Required): person to contact for all funding related questions.

Accounts Payable/Billing contact (Required): person to contact related to loan repayment, will receive emailed debt service invoices for outstanding loans.

Secondary Contact (Optional) person that may be contacted in the absence of the Primary Contact or by designation by Primary Contact.

Consultant or Consulting Engineer with Funding Applications checked can initiate: a funding application but not submit it. The Consultant or Consulting Engineer will need to notify the applicant when a funding application is ready to be reviewed and/or submitted. The application must be submitted any authorized signatory authority.

Consultant or Consulting Engineer (Optional) with the Draw Request checked: person that can initiate draw requests to be approved by Client DCE Reviewer. System allows only one Consultant or Consulting Engineer with the Draw Request checked.

Client DCE Reviewer (required if Consultant or Consulting Engineer authorized to submit draw requests): Person that will approve draws initiated by a Consultant or Consulting engineer which will be submitted to ANRD for review and approval of reimbursement.

Check the funding application and/or draw request for at least one user for the organization. For the organization user a project number is not required. Multiple users may have this functionality.

EnABLE Project Number: will limit the access of the user assigned a project number to only view the designated project data. Recommend a project number for Consultant or Consulting engineer: Contact ANRD staff if you do not know your EnABLE project number.

Once an EnABLE User Account has been created, a temporary password will be sent to each user from the system with further instructions to access EnABLE from Natural Resources (AR_NRD@enablesupport.com), this is not a monitored email address.

Do not share your user ID or password with anyone. Submitting information using a user identification or password not assigned to the person submitting information is defined as financial identity fraud in Arkansas Code 5-37-227 (a)(1).

For assistance with this form please contact:

Amy Theriac

Program Outreach Coordinator

Natural Resources Division

Office (501) 682-0547

amy.theriac@agriculture.arkansas.gov

Chris James, CPA

Accounting Operations Manager

Natural Resources Division

Office (501) 682-3921

chris.james@agriculture.arkansas.gov