

Navigating the AHP Secure Portal

Presented by:

Sarah Beth Warycha, AVP Community Investment
Operations Manager



FHLBank
INDIANAPOLIS

BUILDING PARTNERSHIPS.
SERVING COMMUNITIES.

Navigating the AHP Secure Portal



AGENDA

- AHP Secure Portal
 - Getting access
 - Folder structure
 - How to submit documents



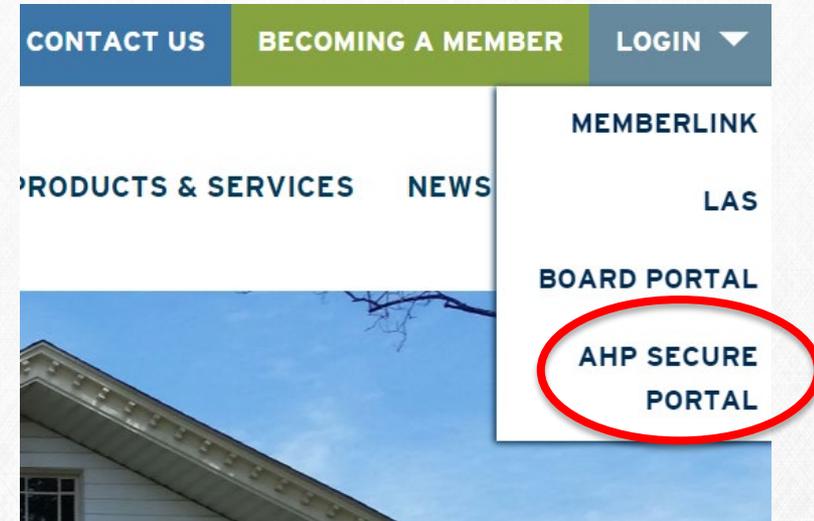
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GETTING ACCESS



Secure Portal Access

- Login button on fhlbi.com
- <https://fhlbi.moveitcloud.com>



Use Google Chrome
as your Browser



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OBTAINING A PASSWORD



Username

- Email from FHLBank Indianapolis Service Desk

Password

- From the Secure Portal login page select “Forgot Password?”

The screenshot shows a login form with the following elements:

- Username**: A text input field with the placeholder text "Username" and a small icon on the right.
- Password**: A text input field with the placeholder text "Password" and a small icon on the right.
- Forgot Password?**: A link centered below the password field, circled in red.
- Security Notice**: A section with the text: "You are about to access a secured resource. Federal Home Loan Bank of Indianapolis reserves the right to monitor and/or limit access to this resource at any time."
- Sign On**: An orange button at the bottom of the form.

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PASSWORD TIPS AND TRICKS



Passwords must be a minimum of 12 characters and:

- Not match a username
- Not contain a username
- Not resemble a username
- Not contain dictionary words
- Must contain at least one letter and one number
- Must contain both uppercase and lowercase letters

Example of how to make a passphrase or long word that will work as a password:

1. Pick a word or short phrase you'll remember
2. Pick a number you'll remember

Example: Titanic 1776

1. Replace key letters with numbers or symbols so that the word no longer qualifies as a dictionary word.
2. Ensure you have at *least* 12 characters total.

Final password for this example: T1t@nic-1776

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MULTI-FACTOR AUTHENTICATION SIGN ON



- After entering credentials, you will need to enter a 6 digit code every time you sign in.
- Two Options:
 - Email
 - Google Authenticator App

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FOLDER STRUCTURE



Getting Started Folder

- FAQ
- Quick Start Guide

Reference Documents Folder

- Implementation Plan
- Instructions



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FOLDER STRUCTURE



Stage 1: Applying for AHP

Stage 2: Receiving Award and Disbursements

Stage 3: Completing Your Project

Stage 4: Long Term Monitoring



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FOLDER STRUCTURE



Download Folder

- FHLBank Indianapolis will upload files that can be downloaded for your use
- An email notification will be sent when FHLBank Indianapolis has placed files in this folder
- All users associated with this project will have read only abilities

Drop files to upload

Name	Size/Contents	Shared with
↑ Parent Folder		
Download	2	2
Submit		2
Working Folder		2

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FOLDER STRUCTURE

Submit Folder

- Only members will have the ability to upload files in this folder
- All users associated with this project will receive email notification when a file is placed in this folder
- Members and sponsors will have the ability to download the files

The screenshot shows a web interface for a folder structure. At the top, there is a search bar and a dashed box with the text "Drop files to upl". Below this is a table with columns for "Name", "Size/Contents", and "Shared with". The table lists several folders: "Parent Folder", "Download", "Submit", and "Working Folder". The "Submit" folder is highlighted with a red circle. The "Download" and "Working Folder" rows show "2" files and "2" users respectively.

Name	Size/Contents	Shared with
↑ Parent Folder		
Download	2	2
Submit		2
Working Folder		2

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FOLDER STRUCTURE



Working Folder

- Tool used to share information between all users associated with the project
- All project affiliates will have ability to upload, download, and delete files
- Files will be automatically deleted 60 days after upload
- Files in this folder are not considered submitted to FHLBank Indianapolis

Name	Size/Contents	Shared with
↑ Parent Folder		
Download	2 📄	👤 2
Submit		👤 2
Working Folder		👤 2

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QUESTIONS?



System Navigation Issues

Contact the Community Investment Department for questions regarding navigating the system.

800-688-6697

ahpcompliance@fhlbi.com

Account Administration Issues

Contact the FHLBank Indianapolis Service Desk for account issues.

800-442-2568

Service_desk@fhlbi.com



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