

Foundation Directory Online Essential Day Pass

Due to limitations on in-building Library access, Foundation Directory Essential is available for remote access throughout 2021 at KRL.org. Once on the site, you will be asked to create an account and sign up for a day pass.

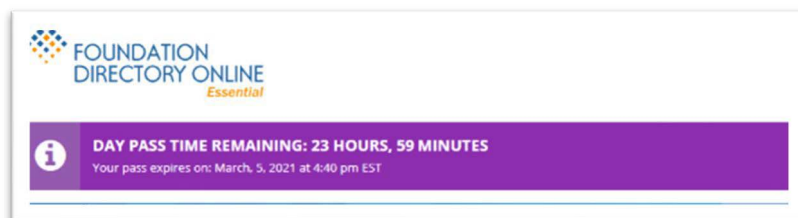
The day pass allows you to use Foundation Directory Essential remotely in a 24-hour window. There is a clock at the top of the screen that will tell you how much time remains in the pass. After the 24 hours, the clock will show the next date on which you can activate a new pass (every 30 days).

Make the most of each Foundation Directory Essential day pass:

- **Prepare:** Before logging in for the first time, explore how you can use Foundation Directory by watching Candid's [online tutorials](#).
- **Timing:** Log in at a time when you can come back to the site (if needed) within a 24-hour period. For instance, logging in at 1 p.m. would give you the ability to log back in on the same pass the next morning at 9 a.m. Or, you could start the clock at 9 a.m. and revisit the application later in the afternoon or evening of the same day.
- **Offline Research:** Take advantage of Foundation Directory's robust download and email features. Run searches on Foundation Directory Essential, then download or email yourself for offline reviewing.

Obtaining a day pass:

1. Access the Foundation Directory Online (FDO).
2. Sign in with your Kitsap Regional Library card number.
3. Once on the FDO login page, enter your email address in the box and click "Next."
4. Check your email. Follow the provided confirmation link from FDO.
5. New users will be redirected to fill out a form on the FDO site to create an account. After submission, you will have 24 hours to explore FDO Essential. The purple banner at the top of the page will display the time you have remaining:



Users will be able to activate a new pass every 30 days using the same account information.

Need more help?

The Professional version of Foundation Directory Online is available at Kitsap Regional Library's Poulsbo branch. Call or email Adult Services Librarian Carina Wood (360 779-2915 ext. 1905, cwood@krl.org) for assistance with your research needs.