

## **The unique entity identifier used in SAM.gov has changed.**

On April 4, 2022, the unique entity identifier used across the federal government changed from the DUNS Number to the Unique Entity ID (generated by SAM.gov).

- The Unique Entity ID is a 12-character alphanumeric ID assigned to an entity by SAM.gov.
- As part of this transition, the DUNS Number has been removed from SAM.gov.
- Entity registration, searching, and data entry in SAM.gov now require use of the new Unique Entity ID.
- Existing registered entities can find their Unique Entity ID by following the steps here.
- New entities can get their Unique Entity ID at SAM.gov and, if required, complete an entity registration.
- The requirement for municipalities to have a DUNS number in order to receive federal funds is changing. To receive federal funds as a grant recipient must register in the federal System for Award Management (SAM) at SAM.gov and obtain a new, non-proprietary Unique Entity Identifier (UEI) by April 4, 2022.

### **Background**

The Office of Management and Budget (OMB) revised the Uniform Guidance for grants (2 C.F.R. part 200) on August 13, 2020. This was the first major updating of the Uniform Guidance since 2014. The relevant requirement that describes the transition away from using DUNS numbers (from Dun & Bradstreet) as entity identifiers to [Unique Entity Identifier](#) (UEI) (from Ernst & Young through SAM.gov) is in [2 CFR § 25.300](#) Requirement for recipients to ensure subrecipients have a unique entity identifier:

- a. A recipient may not make a subaward to a subrecipient unless that subrecipient has obtained and provided to the recipient a unique entity identifier [formerly DUNS which is now transitioning to a new UEI number]. Subrecipients are not required to complete full SAM registration to obtain a unique entity identifier.
- a. A recipient must notify any potential subrecipients that the recipient cannot make a subaward unless the subrecipient has obtained a unique entity identifier as described in paragraph (a) of this section.

The transition from DUNS to UEI was originally slated for December 2020 but was adjusted to allow additional time for the federal government, grantees, and subrecipients to prepare for the transition. Detailed information regarding the transition is available in the *Unique Entity Identifier Update* from the [U.S. General Services Administration](#).

### **What does this mean for my City/Town?**

For a city/town to be eligible to apply for and be awarded federal funds after April 4, 2022, your local government and units acting as a fiscal agents will need to obtain a UEI. If your municipality holds a DUNS number, please ensure you have completed the DUNS to UEI transition.

1. If you already have a DUNS number **AND** you are registered in SAM.gov, that DUNS number will be automatically updated to a UEI. This scenario is most likely for municipalities with a DUNS number that have received direct federal assistance through a grant from IMLS or another federal agency. Use the [SAM Status Tracker](#) to check your organization's registration status with SAM.

1. If you already have a DUNS number but are not registered in SAM.gov, you will need to complete SAM.gov registration in order to have your DUNS number transitioned to a UEI. This scenario is likely for cities and towns that hold their own DUNS numbers and have not applied directly to a federal agency for a grant. Use the [SAM Status Tracker](#) to check your organization's registration status with SAM. Starting in October 2021, you'll be able to request a new UEI-only in SAM.gov; full SAM.gov registration will not be required if you only need a UEI.

1. If your city/town has neither a DUNS number nor is registered in SAM.gov, you will want to decide whether you will proceed with SAM.gov registration in order to obtain a Unique Entity Identifier. The process to register on SAM.gov will vary depending on when you register:

a. Prior to April 4, 2022, you will continue going to D&B to get a DUNS number to register your entity in SAM.gov. You will be assigned a Unique Entity ID (SAM) as a part of the SAM.gov registration process.

a. On or after April 4, 2022, you will be assigned a Unique Entity ID (SAM) as part of the SAM.gov registration process. You will no longer need a DUNS number for registration.

Prior to April 4, 2022, municipalities may have been awarded federal grant funds using a DUNS number. After April 4, 2022, municipalities must have a UEI to apply for and receive federal grant funds.



Image Credit: Grants.gov's Timeline for Organization DUNS and UEI

### **How long does it take to register with SAM?**

(From Grants.gov) Generally, after completing the online registration and sending your notarized letter confirming the entity administrator, it takes up to two weeks to register with SAM, then 1 business day for updates made in SAM to be reflected in Grants.gov. However, your organization must first have an EIN. If your organization does not have an EIN, you should allow an additional 5 weeks to request and obtain an EIN from the [IRS](#).

### **Important links**

- [Check your Registration Status](#) on SAM.gov
- [Register your Entity](#) on SAM.gov
- [Search and Request DUNS](#)