

## FY22 CFA Updates: DUNS and SAM Registration

To ensure funds are reported according to the Federal Funding Accountability and Transparency Act signed on Sept. 26, 2006 and to comply with 2 CFR § 170 and 2 CFR § 200.332, all sub-awardees of federal funds (i.e. LEAs), must report the information below to the SEA as part of the Consolidated Funding Application (CFA). The FY22 CFA Cover Page has been updated to allow this information to be reported.

**Note:** Currently, all LEAs that generate federal funds are required to have a DUNS number. LEAs must register DUNS numbers at [SAM.gov](https://sam.gov). Any changes to the LEA's location or other information must be updated in DUNS and SAM.gov. By April 2022, the federal government will stop using the DUNS number to uniquely identify entities registered in the System for Award Management (SAM). For FY23, LEAs will instead use a **Unique Entity Identifier (UEI)** created in SAM.gov. See the [Unique Entity Identifier Update](#) for more information about this change.

### DUNS Registration

**Provide the following best information available to the department:**

- DUNS Number
- Exact legal name as shown in DUNS Registration
- Physical Address Listed Under DUNS ID (include zip + 4 postal code)
- Main Phone number listed under DUNS
- Contact personnel responsible for maintaining DUNS account (email and phone number)

### SAM Registration

**Provide the following information to the department.**

- SAM Registration Annual Renewal Date
- Address Listed under SAM Registration Including ZIP+4 Postal Code
- Cage Code for SAM Registration
- Contact Personnel Name for SAM Registration
- SAM Contact Email Address
- SAM Contact Phone Number
- Backup personnel assigned for SAM registration

### Federal Funds Question

**Will you spend \$750,000 or more in federal funds in this fiscal year?**

- This includes all federal funds from all sources.

### Renewal Information

**To create a new DUNS and/or to renew SAM registration, see the resources below.**

- DUNS
  - Get a D-U-N-S Number: <https://www.dnb.com/duns-number/get-a-duns.html>
  - Update <https://www.dnb.com/duns-number/view-update-company-credit-file.html>
- SAM Registration - Entity Registration: <https://sam.gov/content/entity-landing>