

Term of Award on use of DUNS Number and New Term of Award on Maintaining an Active SAM Registration

The use of a Dun and Bradstreet (D&B) Universal Numbering System (DUNS) is required when applying for all IHS grants. This policy has been expanded to require all applicant and grantee organizations to obtain a DUNS number and maintain an active registration in the System for Award Management (SAM) database. Additionally, all IHS grantees must notify potential first-tier sub-recipients that no entity may receive a first-tier sub-award unless the entity has provided its DUNS number to the prime grantee organization.

These requirements will ensure use of a universal identifier and to enhance the quality of information available to the public when recipients report information on sub-awards, as required by the Federal Funding Accountability and Transparency Act of 2006, as amended ("the Transparency Act"). To implement these requirements, IHS Grantee and Applicant organizations should verify that they have a DUNS number or take steps to obtain one as soon as possible.

- Organizations that do not have a DUNS number can receive a DUNS number at no cost by calling the dedicated toll-free number request line at 1-866-705-5711 or by using the web-based form available at <http://fedgov.dnb.com/webform>. Registration is brief and can be completed immediately when requested by phone, or within 1-2 business days when requested through the web form.
- Organizations that have not registered with SAM will need to obtain a DUNS number first and then access the SAM online registration through the SAM home page at <https://www.sam.gov> (U.S. organizations will also need to provide an Employer Identification Number from the Internal Revenue Service that may take an additional 2-5 weeks to become active). Completing and submitting the registration takes approximately one hour to complete and your SAM registration will take 3-5 business days to process.

Additional information on implementing FFATA, including IHS and OMB FAQs and training resources, can be found on the IHS Grants Policy Website at:

<https://www.ihs.gov/dgm/policytopics/>.

Policy

On September 14, 2010, the Office of Management and Budget (OMB) issued Final Guidance in the Federal Register (Volume 75, No. 177) on Financial Assistance Use of Universal Identifier and Central Contractor Registration (CCR) (2 CFR Subtitle A Part 25). The CCR system has been migrated into the System for Award Management. Effective immediately with this notice, IHS hereby implements the term below into all Notices of Award.

Full text of the award term is provided below. Grantees are reminded that this award term must be incorporated into all consortium agreements where applicable.

SYSTEM FOR AWARD MANAGEMENT AND UNIVERSAL IDENTIFIER REQUIREMENTS

A. Requirement for System for Award Management (SAM)

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for Data Universal Numbering System (DUNS) Numbers

If you are authorized to make sub-awards under this award, you:

1. Must notify potential sub-recipients that no entity (see definition in paragraph C of this award term) may receive a sub-award from you unless the entity has provided its DUNS number to you.
2. May not make a sub-award to an entity unless the entity has provided its DUNS number to you.

C. Definitions

For purposes of this award term:

1. System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).
2. Data Universal Numbering System (DUNS) number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone

(currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>).

3. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
 - a. a Governmental organization, which is a State, local government, or Indian Tribe;
 - b. a foreign public entity;
 - c. a domestic or foreign nonprofit organization;
 - d. a domestic or foreign for-profit organization; and
 - e. a Federal agency, but only as a sub-recipient under an award or sub-award to a non-Federal entity.

4. Sub-award:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible sub-recipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. II.210 of the attachment to OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations”).
 - c. A sub-award may be provided through any legal agreement, including an agreement that you consider a contract.

5. Sub-recipient means an entity that:
 - a. receives a sub-award from you under this award; and
 - b. is accountable to you for the use of the Federal funds provided by the sub-award.