Cómo obtener un número de identificación de entidad única (UEI) de SAM.GOV

A partir del 4 de abril de 2022, el gobierno federal dejó de usar el número DUNS emitido por Dun & Bradstreet para verificar programas/entidades que reciben dólares federales. En lugar del número DUNS, los programas que reciben fondos federales deberán tener un número de identificación de entidad única (UEI) emitido por sam.gov.

Si ya había ingresado a sam.gov en el pasado y registró su nombre/dirección de correo electrónico, es probable que ya tenga un número UEI y tal vez no lo sepa. Para obtener su UEI, haga clic en el hipervínculo en la primera ventana emergente que aparezca cuando visite <u>SAM.gov | Inicio.</u>

| ine unique entity iu | ientinei useu in SAM.gov nas changeu. |
|--|---|
| n April 4, 2022, the unique entity ident | tifier used across the federal government changed from the DUNS Number to |
| te onique chury to (generated by SAM.) | guy). |
| The Unique Entity ID is a 12-characte SAM.gov. | r alphanumeric ID assigned to an entity by |
| As part of this transition, the DUNS N | lumber has been removed from SAM.gov. |
| Entity registration, searching, and da Unique Entity ID. | ta entry in SAM.gov now require use of the new |
| Existing registered entities can find there. | heir Unique Entity ID by following the steps |
| New entities can get their Unique Ententity registration. | tity ID at SAM.gov and, if required, complete an |
| ?) I manage an entity. What d | lo I need to do? |
| Do not show this message again | |

El sitio lo guiará paso a paso a través del proceso para obtener su UEI.

Para aquellos programas que no se han registrado aún en sam.gov, estos próximos pasos e imágenes les ayudarán a realizar el proceso.

Primero, cierre la ventana emergente. A continuación, debería ver la siguiente pantalla.



Haga clic en el botón «Comenzar».



La solicitud de un número UEI es GRATIS. Solo necesita obtener una ID de entidad única. No es necesario llenar el registro completo.

Haga de nuevo clic en el botón «Comenzar». Luego haga clic en «Aceptar».



A continuación, deberá «Crear una cuenta».

| sam.gov is using Login.gov t | o allow |
|---|---------------------------|
| you to sign in to your acco | ount |
| safely and securely. | |
| SAM.gov only recognizes one email address Login.gov accounts. Adding email addresses Login.gov account <u>may cause your SAM gov</u> fail. | on to your login to |
| Sharing your Login.gov password or using so else's Login.gov account violates the <u>rules of</u> | meane use |
| Email address | |
| Password | |
| Show password | |
| Sign in | |
| First time using Login.gov? | |
| Create an account | |

Ingrese su dirección de correo electrónico, seleccione el idioma elegido para ver las instrucciones y marque la casilla que confirme que ha leído y aceptado las «Reglas de uso». Luego haga clic en «Enviar».

| | xxxxx@inccrra.org |
|----------|--|
| Se Er | elect your email language preference ogin.gov allows you to receive your email communication in oglish. Spanish or French. |
| | O English (default) |
| | O Español |
| | O Fermale |

Seleccione «Obtener una ID de entidad única». Luego haga clic en «Siguiente».

| Register for Financial Assistance Awards Only To apply for grants and loans as described by 2 CFR 200, | Tan and a start |
|--|--|
| Includes getting a Unique Entity ID and entity registration. | |
| Register for All Awards | |
| To bid on federal contracts and other procurements as described by the Endored Acquirition Provideling (EAP) ca | |
| To apply for grants and loans as described by 2 CFR 200. | |
| Get a Unique Entity ID Only | |
| May be required to report subawards, such as federal subcontracts or sub-erants | AR |
| You will get a Unique Entity ID. This is NOT an entity registration. | (Sum - Sel) |
| What's the difference between getting a UEI only and registration $\underline{\sigma}$ | |
| What do I need for registration? Download our guide. | |
| Is your entity based outside of the United States? If you are registering an entity based outside of the United Sta NCAGE Code before starting a registration. <u>Go to NCAGE Rego</u> request. | ites, you must get an est grto submit a |
| | |

Complete la información solicitada y haga clic en «Siguiente».

| Contraction of the second | igal basisess name and physical address, then select Neet. |
|---|---|
| Legal dusiness Name If you are acting on behalf of name you registered with yo | a limited partnership, LLC, or corporation, your legal business name is the our state filing office. |
| James's Day Care | |
| Doing Business As (Options Doing business as is the com Leave block if not applicable | x0 microly used other name, such as a franchise, Scanse name, or acronym. n |
| | |
| for physical address is the denset a right of used as poor physical address Country | alderen al d'er prinner y tiffner er otter hudding oferer proceretty is lokaten. A post offine ben two n |
| UNITED STATES | × • |
| Street Address 1 | |
| 1225 Towanda Ave | |
| Street Address 2 (Optional) | |
| | |
| ZIP Code | |
| 61701 | |
| rin- | State / Territiory 🕕 |
| city | Illinois. |
| Bloomington | |
| Bloomington | |

Haga clic en la casilla «Puedo aportar documentación oficial para validar mi entidad, si es necesario» y haga clic en «Siguiente». La Guía de descarga puede ayudarle con el proceso de solicitud.

| You Are Abo | ut to Validate Your Entity |
|---|--|
| What is validation? | 0 |
| The information yo information is curre | u provide here will be used throughout the federal government. Make sure that your ent and correct. |
| Before you get star | ted, make sure you can officially document your entity's |
| Legal business Physical addre Mart year (3 National ident | Lineme us list (g) (no P.O. boxes or virtual offices) lifer; (g) (non-U.S. entities only) |
| Country or sta | te of incorporation, if applicable |
| Some entities may will take additional | need to provide documentation to complete validation, which time to process. |
| 🔄 I can provide e | ficial documentation, if necessary, to validate my entity. |
| -dir- | Are you prepared for validation and registration? |
| | Previous Cancel Next |

Después debería ver la siguiente pantalla (las entidades que se muestran se basan en datos para ayudarle a crear esta hoja de instrucciones. Las que puede ver se basan en los datos que ingresó)

Elija una de las dos opciones y haga clic en «Siguiente».

| Select an Option I recognize my entity in the legal entities list. If some details are not correct, you can update them. | O I don't recognize my entity in this lis Select Next to continue. |
|--|---|
| LEGAL ENTITIES LIST | WHERE DO THESE RESULTS COME FROM? |
| Showing Top Results | |
| ILLINOIS NETWORK OF CHILD CARE RESOURCE AND REFERAL AGENCIES 1226 TOWANDA AVE BLOOMINGTON, IL 61701-3424 USA | Corporate |
| IL NETWORK OF CHILD CARE RESO | |
| 1226 TOWANDA AVE BLOOMINGTON, IL 61701-3424 USA | Non profit organisations |
| JAMES DAY CARE | Contorate |
| 519 HIGH ST MARBLE HILL, MO 63764-9132 USA | |

Se le solicitará que proporcione documentación que confirme la identidad de su programa. Adjunte los documentos correspondientes y haga clic en «Siguiente».

Marque la casilla para aceptar los términos y haga clic en «Siguiente».

| Complete Your Profile | |
|--|---|
| Congratulational You have create to our terms for accessing SAM.g | ed a login, gov account that can be used to sign in to SAM, gov. You must also agree ov and complete your SAM, gov profile. |
| Terms of Service | |
| The login gov account I cre controlled by my entity. Lam agreeing to these tern terms on their behalf. Lwill not access SAM.gov w Lwill not have my login go entity. If Lal to follow these term | ated is associated with my own personal email address or an email address in on my own behalf and I am not representing someone etse nor agreeing to the etse how the someone etse's login.gov account, including someone etse in my entity, in account password with anyone else for any reason, including other people in my is of service, my SAM.gov account imay be disabled and I may lose access to my |
| agree to the SAM, gov liver A | Access Territs and all Login, gov territs of service as a condition of accessing |
| | Next |
| | |

Con esto se debería completar el proceso. Puede tomar de 1 a 4 días para que se emita un número UEI.

Si tiene alguna dificultad o inquietud sobre el sitio web y la información que se solicita, comuníquese con el Servicio de atención al cliente del sitio web sam.gov. La información se encuentra a continuación.

| Customer Service |
|--|
| Registration Status Registration can take up to 10 business days to become active. |
| Federal Service Desk For technical issues, you can search for your question or submit a web form anytime at the <u>Federal Service Desk</u> 2. |
| Hours of Live Help Operation: Monday-Friday 8 a.m. to 8 p.m. ET |
| Available Services: |
| Live Chat Call |

Llamadas dentro de EE. UU.: 866-606-8220