



Financial Assistance Awards Only Registration Questionnaires and Checklists

You need to enter the following information for a Financial Assistance Awards Only entity registration:

ID Unique Entity ID

After you select your purpose of the registration (All Awards) and your entity type, you will enter the following information to get a Unique Entity ID:

- Legal Business Name
- Physical Address (A post office box may not be used as your physical address)
- Date of Incorporation
- State of Incorporation (U.S. entities only)

Your entity name and address will be [validated by SAM.gov](#). If SAM.gov cannot validate your entity, you can [create a help ticket](#) with the Federal Service Desk from the page. Once you receive your Unique Entity ID, you can continue the registration.

You will also select whether you want your entity to be visible in public search results:

Note: Publicly viewable entity records display your record status, legal business name, and physical address on SAM.gov. You can restrict the public viewing of your record by deselecting the checkbox. If you restrict your information, it will not be visible to other non-federal entities or state and local governments who may wish to do business with you. However, your non-sensitive entity information remains available to federal government users and those who download the SAM public data file.

ii Core Data

Core data includes the following information:

Business Information

- Organization start date
- Date on which your company's fiscal year ends
- Organization's division name and number (optional)
- Organization's website URL (optional)
- Marketing Partner Identification Number (MPIN) (You will create this when you register.)
- Physical address (auto-filled from Unique Entity ID section)
- Mailing address (You can copy your physical address or enter a different address.)
- Taxpayer Identification Number (TIN) (U.S. entities only)

IRS Consent

- IRS Consent Form (taxpayer name and address) (U.S. entities only)



CAGE or NCAGE Code

- CAGE Code (U.S. entities only) (If you do not have a CAGE code, select “No” and one will be assigned to your entity after you submit your registration.)
- NCAGE Code (Non-U.S. entities) (If your entity is based outside of the U.S., you must go to the [NCAGE Request Tool](#) and request an NCAGE code before starting a SAM.gov registration.)

General Information

- Country of Incorporation
- State of Incorporation (U.S. entities only)
- Company Security Clearance (optional)
- Highest Employee Security Clearance Level (optional)
- Institution Type (e.g., foundation, hospital, educational, if applicable)
- Disadvantaged Business Enterprise (must be certified by a federal agency)
- Native American Entity Type (if applicable)
- Organization Factors (e.g., S corporation, LLC, foreign-owned)
- Entity Structure (e.g., Corporate Entity-Not Tax Exempt, Corporate Entity-Tax Exempt, Sole Proprietorship)
- Profit Structure (e.g., for-profit, non-profit)
- Socio-economic Categories (e.g., veteran-owned, minority-owned)

Financial Information

- Accept credit cards as a method of payment (yes or no)
- Electronic Funds Transfer (optional for non-U.S. entities)
 - Account type
 - Routing number
 - Account number
- Automated Clearing House
 - U.S. phone number
- Remittance Address
 - Name and address

Executive Compensation Questions

- Answer yes if in the last fiscal year:
 - 80% or more of your organization’s revenue come from federal sources (e.g., contracts, grants, loans, etc.);
 - your total revenue from federal sources exceeded \$25 million.
- Does the public have access to information about the compensation of the senior executives in your business or organization? (yes or no)
 - If yes to the first two questions and no to the third question:



- Provide names, titles, and total compensation values of your top five executive compensated employees

Proceedings Questions

- Is your organization responding to a federal procurement opportunity that contains the provision at [FAR 52.209-7](#)?
- Is your organization subject to the clause in [FAR 52.209-9](#) in any current federal contracts?
- Is your organization applying for a federal grant opportunity that contains the award term and condition described in [C.F.R. 200 Appendix XII](#)?
 - If yes to all of the previous questions, answer the following questions:
 - Does your organization have current federal contracts or grants with a total value (including any exercised or unexercised options) greater than \$10 million?
 - Within the last five years, has the organization or any of its principals, in connection with the award to or performance by the business or organization of a federal contract or grant, been subject of a federal or state:
 - Criminal proceeding resulting in a conviction or other acknowledgment of fault
 - Civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault, and/or
 - Administrative proceedings resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment or fault?
 - If you answer yes to all three above questions, you must provide the following detailed information about each current proceeding against your entity:
 - Instrument
 - State
 - Instrument Number
 - Type of Proceeding
 - Disposition
- Description of the Proceeding

Representations and Certifications

Representations and Certifications include the following information:



Financial Assistance Response

- Does your entity wish to apply for federal financial assistance project or program or is your entity currently a recipient of funding under a federal financial assistance project or program? (yes or no)
 - If yes, the financial assistance representations and certifications will display. You must read and certify your entity attests to the accuracy of the representations and certifications listed. [Go to Appendix I to review the financial assistance representations and certifications.](#)



Points of Contact (POCs)

POCs include the following information:

Mandatory POCs

Enter the first and last name, email, phone number, and address (if applicable) for these mandatory POCs:

- Accounts Receivable POC
- Electronic Business POC
- Government Business POC

Optional POCs

Enter the first and last name, email, phone number, and address (if applicable) for these optional POCs:

- Past Performance POC
- Past Performance Alternate POC
- Electronic Business Alternate POC
- Government Business Alternate POC
- Additional Optional POCs as Needed

This concludes the information for a Financial Assistance Awards Only registration.

