

# Transitioning from DUNS to SAM for Grantees/Subks

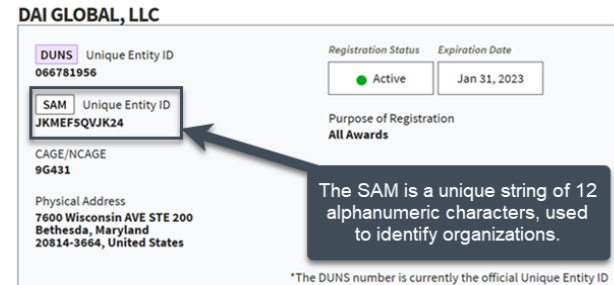
## Quick Reference Guide

### What is happening?

On April 4, 2022, the US Government will transition from using the DUNS number as a unique identifier for entities to using a Unique Entity ID (SAM) generated in SAM.gov.

For more about why the change is being made, visit the [GSA website](#).

**There is a mandatory requirement for your organization to provide a UEI (SAM) to DAI so that DAI can comply with its reporting requirements to the US Government.**



DAI GLOBAL, LLC

DUNS Unique Entity ID	066781956	Registration Status	Active	Expiration Date	Jan 31, 2023
SAM Unique Entity ID	JKMEF5QVJK24	Purpose of Registration	All Awards		
CAGE/NCAGE	9G431	Physical Address			
7600 Wisconsin AVE STE 200 Bethesda, Maryland 20814-3664, United States					

*\*The DUNS number is currently the official Unique Entity ID*

The SAM is a unique string of 12 alphanumeric characters, used to identify organizations.

### Why does my organization need a UEI (SAM)?

DAI is required to collect UEI (SAM) from all entities to which it has issued POs/Subcontracts of \$30,000 or greater or grants of \$25,000 or greater (not including in-kind). All organizations that are issued POs/Subks or grants exceeding these thresholds must provide a UEI (SAM).

*Note: Any future US Government procurements or grants that exceed the thresholds will require organizations to have a UEI (SAM). By getting a UEI (SAM) now, you will also save your organization time in the future.*

### What does my organization need to get a UEI (SAM)?

To get a UEI (SAM) before April 4, entities can request an ID at SAM.gov by providing:

- DUNS Number (request one for free from [fedgov.dnb.com/webform](https://www.fedgov.dnb.com/webform) if you do not have one)
- Legal Business Name (must match DUNS registration)
- Physical Address

To get a UEI (SAM) on/after April 4, entities can request an ID at SAM.gov by providing:

- Legal Business Name
- Physical Address

*If your entity is already registered in SAM.gov a UEI (SAM) will automatically be assigned and can be found in the Entity Management widget. This is most likely to apply to organizations that frequently contract with the US government.*

The Unique Entity ID (SAM) is FREE to all organizations and does not expire.

### How does my organization get a UEI (SAM)?

For more information, review [this video](#) from the US Government (Link: [https://www.youtube.com/watch?v=4Hqs\\_LOB5kI](https://www.youtube.com/watch?v=4Hqs_LOB5kI)) or follow the instructions provided below:



sam.gov is using Login.gov to allow you to sign in to your account safely and securely.

Email address

Password  Show password

**1**

Be sure that all information entered matches the registered information

#### Receive UEI

Congratulations! You have been assigned the following Unique Entity ID.

**7** EH4HG9MLR7Q6

#### VERIFIED MATCH:

US TEST COMPANY 999 • Public

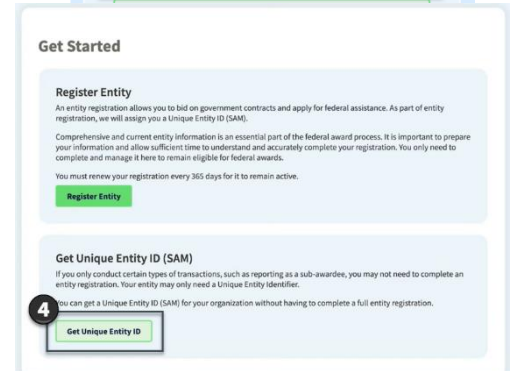
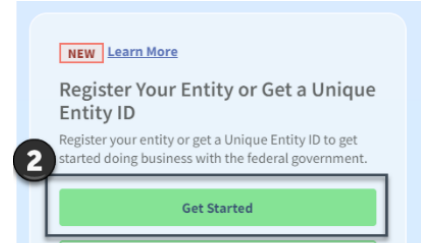
DUNS | UNIQUE ENTITY ID:  
362267515

SAM | UNIQUE ENTITY ID:  
EH4HG9MLR7Q6

PHYSICAL ADDRESS  
3501 CORPORATE PKWY  
CENTER VALLEY, PA 18034  
US

## Steps for getting a UEI (SAM):

1. Go to SAM.gov and sign in with a user account. If you don't already have an account, you can set one up easily by clicking "Create an account."
2. After signing in, go to the [SAM.gov](https://sam.gov) homepage and select "Get Started" on "Register Your Entity or Get a Unique Entity ID."
3. On the next "Getting Started with Registration" page, select "Get Started" again.
4. On the next page, select "Get Unique Entity ID" You do not need to register your entity to receive a UEI (SAM).
5. Enter your information (DUNS, Legal Business Name, and Physical Address). Be sure that all information entered matches the registered information with DUNS – if you receive an error message, check your registration on the [fedgov.dnb.com/webform](https://fedgov.dnb.com/webform) website.
6. Request your UEI (SAM).
7. Share your UEI (SAM) with DAI.



You can access your UEI (SAM) at any time and update your organization's information from SAM.gov.

## Frequently asked questions (FAQs)

### Is there a cost for obtaining a SAM?

No, the SAM is free for all entities.

### What is the SAM used for?

Like the DUNS, the SAM will be used for tracking entities through the US Government's Integrated Award Environment (SAM.gov, CPARs, FSRS, FAPIIS, etc.) and is used by DAI for our required reporting (FFATA, Small Biz, etc.).