



RUTGERS

Navigating Federal Grant Registrations: SAM.gov and Beyond

Pre-Application Strategy

Learning Objectives

- Understand the importance of completing and maintaining registrations on SAM.gov and Grants.gov for federal funding eligibility.
- Learn the step-by-step process to obtain a Unique Entity Identifier and complete SAM.gov registration.
- Identify common pitfalls and challenges in federal grant registrations and how to avoid them.
- Explore how proper pre-registration improves compliance, enhances funder trust, and sets the foundation for successful grant submissions.

Why Registration Matters

- Essential for accessing federal grant opportunities
- Streamlines the application process for future funding
- Demonstrates organizational readiness to funders
- Required for compliance with federal regulations

Understanding SAM.gov

- The System for Award Management (SAM.gov) is the central registration system for federal grants
- Free to register, but requires annual renewal
- Registration process can take 7-10 business days
- Required for all federal funding applicants



The Unique Entity Identifier (UEI)

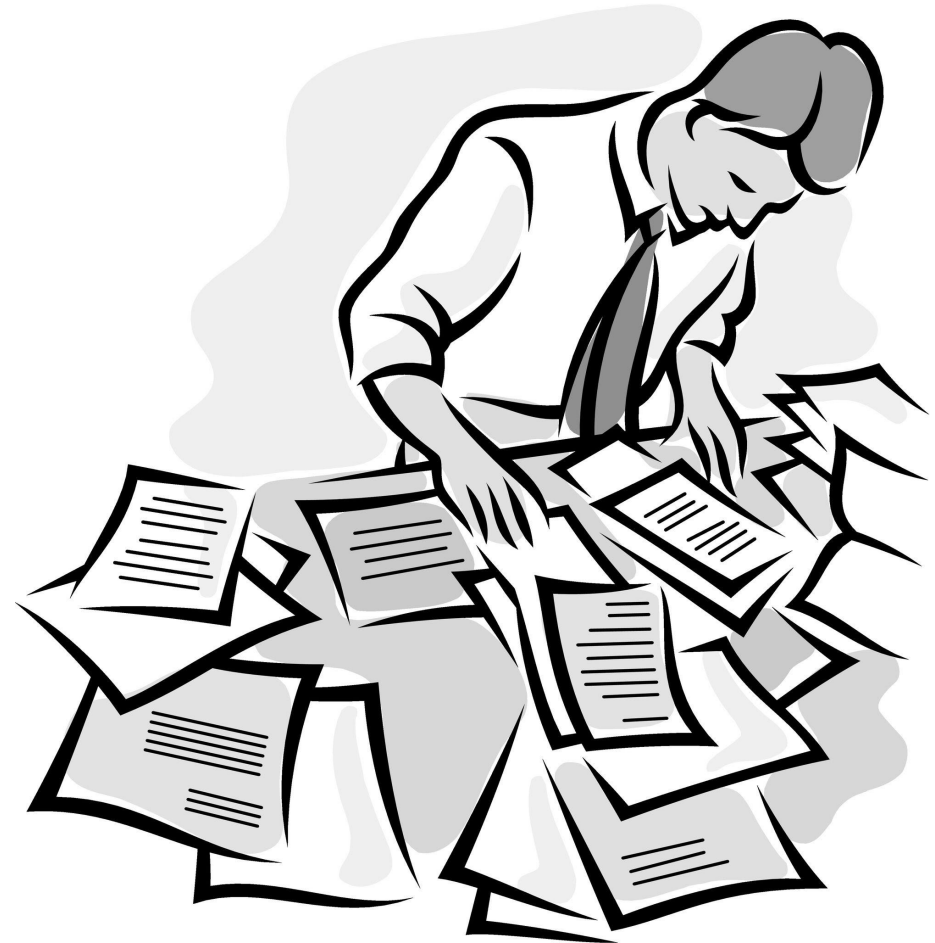
- UEI Replaced the Data Universal Numbering System (DUNS) number as the primary ID for federal grants
- 12-character alphanumeric identifier assigned during SAM.gov registration
- UEI never expires, but SAM.gov registration must be renewed annually
- Required for all federal grant applications, and increasingly for state funding as well

SAM.gov Registration Process

- Obtain an Employer Identification Number (EIN) from the IRS
- Gather required organizational information (legal name, address, financial data)
- Designate an E-Business Point of Contact (E-Biz POC)
- Provide electronic funds transfer (EFT) information for payments
- Submit and wait for confirmation

DUNS vs. UEI: What's the Difference?

- DUNS Number: Former identifier used by federal agencies (*phased out in 2022*)
- UEI is automatically assigned during SAM.gov registration
- Key Difference: DUNS was managed by a private company (*Dun & Bradstreet*); UEI is government-issued
- **Important: Verify your UEI is correct in all systems**



Key Tips & Common Pitfalls

- Start Early
 - Factor in potential delays (7–10 days or more)
 - Registration or annual renewal issues can jeopardize grant deadlines
- Annual Renewal is Mandatory
 - Keep track of renewal dates to avoid an inactive status
 - Inactive status means you *cannot* apply for or receive federal funds
- Consistency is Crucial
 - Use the same organization name and email across SAM.gov, Grants.gov, and other registrations
 - Mismatched information can delay or prevent grant applications
- Assign Roles Clearly
 - Identify who will be the Authorized Organization Representative (AOR) for Grants.gov
 - The E-Biz POC in SAM.gov can control user permissions and updates
- Keep Documentation Handy
 - Maintain copies of confirmations, UEI, and renewal reminders
 - Ensure that team members handling grants each understand their responsibilities



 **Official U.S. Government Website**
100% Free

The Official U.S. Government System for:

Contract Opportunities

Contract Data

(Reports ONLY from fpds.gov)

Wage Determinations

Federal Hierarchy

Departments and Subtiers

Assistance Listings

Entity Information

Entities, Disaster Response Registry,
Exclusions, and Responsibility/
Qualification (was fapiis.gov)

Entity Reporting

SCR and Bio-Preferred Reporting

Are you searching for Federal Acquisition Supply
Chain Security Act (FASCSA) orders?

[View FASCSA Orders](#)

Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get
started doing business with the federal government.

[Get Started](#)[Renew Entity](#)[Check Entity Status](#)

Already know what you want to find?

Select Domain...

▼ e.g. 1606N020Q02



Entity Information

Entities

[See All](#)

1

Active Registration

0

ID Assigned

0

Inactive Registration

0

Pending ID Assignment

0

Work in Progress Registration

0

Submitted Registration

Next Update Due: 01/26/2026

Due in Next 30 days: 0 Entity Registrations

Register Your Entity or Get a Unique Entity ID

[What do I need for registration?](#)

[Get Started](#)

Renew/Update Your Entities

Select Renew/Update to go to your entity workspace and renew/update your entities.

[How to renew or update an entity](#) [🔗](#)

[Renew/Update](#)

Reflection Slide #1 – Scavenger Hunt

- Visit SAM.gov and identify key sections related to:
 - Entity registration process
 - Annual renewal information
- UEI details
 - Discussion Questions:
 - What challenges did you face navigating SAM.gov?
 - What key information did you find most surprising?

Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.

Get Started

Renew Entity



Check Entity Status

Grants.gov Registration & Beyond

- After SAM.gov, register on Grants.gov to apply for federal grants
- Grants.gov is the main submission portal for federal opportunities
- Ensure your Grants.gov profile matches your SAM.gov registration
- Additional state-level registrations may be required for fundraising



How to Search on Grants.gov

- Basic Search
 - Go to the Search Grants tab
 - Enter keywords, Opportunity Number, or CFDA number
 - Click Search to view results
- Advanced Search
 - Refine results using filters (status, category, agency, etc.)
 - Use Search Tips (top right of the page) to enhance results
- Save Your Searches
 - After finding a good set of results, click Save Search
 - Name and confirm your search to get email updates on new opportunities
- Additional Search Methods
 - Quick Search: Top-right bar on any page for fast keyword lookups
 - Specific Opportunity: Use the Search for Opportunity Package to enter an exact Funding Opportunity Number
- Sort & Export
 - Click column headers to sort results
 - Use Export Detailed Data (CSV) for deeper analysis

Informative status

In observance of Presidents' Day, the Grants.gov Contact Center will be closed February 17. For support during this closure, applicants may browse the [Self-Service Knowledge Base](#) or consult the [Grants.gov Online User Guide](#).

Your Team. Your Workspace.

Applying for a funding opportunity is easier and more efficient when your team collaborates. Grants.gov Workspace makes it possible.

[Apply for a Grant Using Workspace](#)

Informative status

Reminder: Federal agencies do not publish personal financial assistance opportunities on Grants.gov. Federal funding opportunities published on Grants.gov are for organizations and entities supporting the development and management of government-funded programs and projects. For more information about personal financial assistance benefits, please visit [USA.gov](#).



[Search Grants](#)



[Get Started](#)



[Grant Policies](#)



[Grant-Making
Agencies](#)



[Prevent Scams](#)



[Community Blog](#)



[Twitter Feed](#)



[YouTube Videos](#)



[User Guide](#)



[Support Center](#)

SEARCH GRANTS


[Search Tips](#) [Export Results](#)

BASIC SEARCH CRITERIA:

Keyword(s):

Opportunity Number:

Assistance Listings:

SORT BY:

Posted Date (Descending) 

DATE RANGE:

All Available 

1 2 3 4 5 6 ... [NEXT >](#)

Opportunity Number 	Opportunity Title 	Agency 	Opportunity Status 	Posted Date 	Close Date 
OFOP0001756	U.S. Consulate General Hong Kong and Macau, PAS Annual Program Statement	DOS-JPN	Posted	02/11/2025	05/16/2025
G25AS00260	Cooperative Agreement for affiliated Partner with Colorado Plateau Cooperative Ecosystem Studies Unit (CESU)	DOI-USGS1	Posted	02/11/2025	03/11/2025
NOFOAFRLAFOSR20250004	Fiscal Year (FY) 2025 INnovations in Qubit Science for Fault Tolerant Quantum Computing (INQS) Program	DOD-AFOSR	Posted	02/10/2025	05/12/2025
G25AS00227	Cooperative Agreement for affiliated Partner with Rocky Mountains Cooperative Ecosystem Studies Unit (CESU)	DOI-USGS1	Posted	02/07/2025	03/07/2025
2025NEA01GAP1MARCH	NEA Grants for Arts Projects 1, FY 2026	NEA	Posted	02/07/2025	03/11/2025
RFA-FD-25-007	Laboratory Flexible Funding Model (LFFM)	HHS-FDA	Posted	02/06/2025	01/11/2028
W911NF25S0006	U.S. Army Research Institute for the Behavioral and Social Sciences Broad Agency Announcement for Basic Research (Fiscal Year 2026)	DOD-AMC	Posted	02/04/2025	07/01/2025
14-579	Facilitating Research at Predominantly Undergraduate Institutions:	NSF	Posted	01/31/2025	
W912DR25R0013	USACE Raystown Lake Project Conservation Interns	DOD-COE	Posted	01/31/2025	03/03/2025

OPPORTUNITY STATUS:

☒ Forecasted (552)

☒ Posted (1,737)

☐ Closed (7,905)

☐ Archived (70,146)

FUNDING INSTRUMENT TYPE:

☒ All Funding Instruments

☐ Cooperative Agreement (787)

☐ Grant (1,501)

☐ Other (210)

☐ Procurement Contract (41)

Common Registration Challenges

- Delays due to incomplete or incorrect information
- Forgetting annual renewal deadlines
- Issues with electronic funds transfer (EFT) setup
- Misalignment between SAM.gov and Grants.gov profiles
- State-specific registration nuances for fundraising



Making the Case to Funders

- A completed SAM.gov registration signals organizational readiness
- Demonstrates compliance with federal funding requirements
- Builds credibility with both federal and private funders
- Shows commitment to maintaining up-to-date registrations and certifications

Reflection Slide #2 – Discussion

- Prompt: Why is the pre-registration process crucial for long-term grant success?
- Consider:
 - The impact of missed deadlines on funding opportunities
 - How proper registration can streamline future applications
 - The importance of maintaining compliance across multiple funding sources

Key Takeaways & Next Steps

- SAM.gov registration and the UEI are mandatory for all federal grant applicants and must be kept current
- Inaccurate or inconsistent information across federal systems can delay or disqualify your application
- Designating clear internal roles and tracking deadlines is essential for maintaining compliance and readiness
- A proactive approach to registration and documentation builds funder confidence and improves long-term grant competitiveness