

PHAs Without Active Registered SAM - DUNS and TIN Will Not Receive Operating Fund Obligations for 2020 or Future Obligations and SAM DUNS and TIN must match those in LOCCS

If a PHA does not have a DUNS number, it can obtain one for free by calling 866-705-5711 and providing required information, or apply using the webform process at <http://fedgov.dnb.com/webform>.

The number is generally issued within minutes and within 24 hours of issuance the DUNS Number is generally available for starting registration in registration in the System for Award Management (SAM).

SAM Registration can be done online at www.sam.gov. PHAs already registered in SAM must update their registration on an annual basis. PHAs can update their registration by going to www.SAM.gov.

PHAs must have an active DUNS and Tax Identification Number (TIN) currently registered in the System for Awards Management (SAM). Any PHAs without an active SAM DUNS and TIN will not be funded any obligations for 2020 and beyond. This includes PHAs that may have registered, but SAM registration has either lapsed or expired.

In the 2020 and previous years, the annual processing notices entitled, “Public Housing Operating Subsidy Eligibility Calculations for Calendar Year (CY)...” state:

“Signing the SF-424 does not exempt the Officials from making the appropriate certifications and assurance on the listed documents.

PHAs must have a Dun & Bradstreet Data Universal Numbering System (DUNS) identification and number as well as active registration in the System for Award Management (SAM; www.sam.gov) to receive Operating Funds. The Operating Funds webpage provides directions on how to obtain a DUNS number. HUD will suspend or not obligate operating subsidy for PHAs that do not comply with these requirements.”

HUD will strictly enforce the measures associated with the certification. Both a DUNS and TIN must be active in SAM.

Additionally, PHAs must insure that in eLOCCS the **DUNS Organization Tax ID** and **Contractual Organizational Tax ID** are the same. These two Tax IDs are shown on the PHA’s LOCCS screen in the HUD disbursement system.

Where the DUNS Organization Tax ID and Contractual Organization Tax ID in LOCCS are not the same, the PHA should work with HUD’s CFO. The PHA must send an email to FWAC-SF1199A@hud.gov, with the subject “**LOCCS TIN Correction to match SAM**” with: 1. a scanned copy of an IRS letter or other documentation that show the TIN in SAMS; 2. a screen shot from SAM that show the TIN and DUNS.

More information SAM and DUNS and TIN registration is available on the FMD website

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/am/opfnd2020

under

- [DUNS Guidance](#)

- [SAM Guidance](#)

PHAs can check their SAM status on the SAM website: <https://www.sam.gov>.