



Federal Requirements for HI Humanities Public Humanities and Preservation & Access Grants Applications

A Unique Entity Identifier (UEI) and System for Award Management (SAM) active account is required.

Because our grants are federal in origin, **your organization is required to be registered** in the U.S. government's System for Award Management (SAM). Your registration, which is renewed annually, must be currently active at the time of your application and the duration of your grant award period. The process for entity registrations includes getting the Unique Entity ID, and requires assertions, representations and certifications, and other information about your organization. You will know you have been fully registered when you receive a CAGE Code.

Your UEI registration must be open for public searches. As part of the application review process, we will search and access your organization's information to confirm the registration status. *If we cannot access your UEI (SAM) your application may be disqualified.*

Your organization (or grant applying entity) may already be registered in the SAM system and have a UEI. Your executive administrators should know about your organization's SAM account and its current registration status, so be sure to check with them.

More Information:

- To register and/or to check your SAM and UEI and for more information click [HERE](#).
- If you have a DUNS# you may already have a UEI but you will still need to have an active SAM account. For more information about the UEI (SAM) and DUNS transition click [HERE](#).
- In order to allow us to verify your UEI and SAM status, you will need to change your account to allow for "public searches." Click [HERE](#) for instructions on how to make your organization's non-sensitive information searchable on SAM.gov. Please pay careful attention to #3 and #4 in the instructions.

Check and update your account as soon as possible as it can take a few weeks for the system update.

HI Humanities Federal Subaward Grants from the National Endowment of the Humanities

Public Humanities and Preservation & Access Grants awarded by Hawai'i Council for the Humanities are federal subawards from the National Endowment for the Humanities, so they are subject to the Office of Management and Budget (OMB) circulars governing administrative requirements, allowable costs, and audit requirements detailed in 2 CFR 200. It is the applicant's responsibility to become familiar with these requirements, which may be found online [HERE](#).