Applicant Registration Certifications

**All Applicants must certify that all system registrations have been completed.** The use of this Applicant Registration Certifications template is not required, but the information included within the Applicant Registration Certifications template **is required**.

Specifically, this certification must confirm that the Applicant has:

* Registered in [IE-Exchange](https://ie-exchange.energy.gov/) and obtained a control number that will be required on all application documents;
* Obtained a Unique Entity Identifier (UEI) number, has registered in [SAM](https://sam.gov/content/home) and will continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency;
* Registered in [FedConnect.net](https://www.fedconnect.net/FedConnect/Default.htm) in order to receive award documentation; and
* Registered in [Grants.gov](https://www.grants.gov/) in order to receive automatic updates when Amendments to this FOA are posted.

**The Applicant Registration Certifications template must be signed by an authorized representative, either digitally or manually in ink and scanned. Typed signatures do not constitute a digital signature.**

Save the completed and signed Applicant Registration Certifications template as single PDF file using the following convention for the title: “ControlNumber\_LeadOrganization\_ Registration\_Certifications” and submit as part of your application.

Note: These certifications are in addition to those certifications and assurances an Applicant attests to when signing the Application for Federal Assistance (SF-424). The list of those certifications and assurances in Field 21 of the SF-424 form can be found at <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms>, under Certifications and Assurances.

To check the boxes, double click on the box and select “checked” on the pop-up box under Default Value.

[ ]  I certify that I have registered and created an account on IE Exchange at <https://ie-exchange.energy.gov> and obtained a control number while registering. This control number will be required on all application documents.

[ ]  I certify that I have obtained a Unique Entity Identifier (UEI) number (replaced the data universal numbering system (DUNS) number for entities doing business with the federal government) through [SAM.gov](https://sam.gov/content/home).

[ ]  I certify that I have registered in the System for Award Management (SAM) at <https://www.sam.gov>. During registration I designated an Electronic Business Point of Contact (EBiz POC) and obtained a special password called an MPIN which are important steps in SAM registration.

[ ]  As SAM registration must be updated annually, I certify that I will continue to maintain an active SAM registration, with current information, at all times during which my organization has an active federal award or an application or plan under consideration by a federal awarding agency.

[ ]  I certify that I have registered in FedConnect.net in order to receive award documentation. To create an organization account in in FedConnect at <https://www.fedconnect.net>, your organization’s SAM MPIN (see above) is required. For more information about the SAM MPIN or other registration requirements, review the FedConnect Ready, Set, Go! Guide at <https://www.fedconnect.net/FedConnect/Marketing/Documents/FedConnect_Ready_Set_Go.pdf>.

[ ]  I certify that I have registered in Grants.gov (<http://www.grants.gov>) in order to receive automatic updates when Amendments to this FOA are posted. **Note that applications will not be accepted through Grants.gov. Applications will only be accepted in IE-Exchange at** **<https://ie-exchange.energy.gov>.**

**Certification:**

I represent and certify, by my signature below, that all the information provided above is accurate and complete, and that I am authorized to certify to this information on behalf of the Applicant.

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| --- | --- |
| Name: |  |
| Title: |  |
| Signature of Authorized Official: |  |
| Date: |  |