How to Complete the SF-424 Application for the FY 2022 SAMHSA Notice of Funding Opportunity (NOFO)

Select "Application"

Select "New"

This is the eRA Commons ID of the Project Director for this grant. The Commons ID, name and email address associated with this eRA Commons account must match item 8f below.

This is the organization’s Unique Entity Identifier (UEI), formerly DUNS, issued by the System for Award Management (SAM.) This is a unique identification consisting of 12 characters. Information on registering with SAM.gov may be obtained by visiting Grants.gov.

This is the Internal Revenue Service employer or taxpayer 9-digit identification number (EIN or TIN). Organizations that are using an EIN and suffix already registered with the Payment Management System (PMS) enter the 12-character EIN information in Section 8b. Organizations that do not have a registered EIN and suffix with PMS, SAMHSA will assign an EIN suffix if the organization is awarded.

This is the name and contact information for the Project Director. Ensure the eRA Commons ID in Item 4 above corresponds to the information in this section.

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**Application for Federal Assistance SF-424**

- **Type of Submission:**
  - [ ] Preapplication
  - [x] Application
  - [ ] Changed/Corrected Application

- **Type of Application:**
  - [ ] New
  - [ ] Continuation
  - [ ] Revision
  - [ ] Other (Specify):

- **Date Received:**

- **Applicant Identifier:**

- **Federal Entity Identifier:**

- **Federal Award Identifier:**

- **State Use Only:**

- **Date Received by State:**

- **State Application Identifier:**

- **APPLICANT INFORMATION:**
  - **Legal Name:**
  - **Employer/Taxpayer Identification Number (EIN/TIN):**
  - **EIN:**

- **Address:**

- **City:**

- **County/Parish:**

- **State:**

- **Province:**

- **Country:**

- **Zip/Postal Code:**

- **Organizational Unit:**

- **Department Name:**

- **Position Name:**

- **Name and contact information of person to be contacted on matters involving this application:**

- **Prefix:**

- **Middle Name:**

- **First Name:**

- **Last Name:**

- **Suffix:**

- **Title:** Project Director

- **Organizational Affiliation:**

- **Telephone Number:**

- **Fax Number:**

- **Email:**

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**SAM.GOV organization registration name.**
How to Complete the SF-424 Application for the FY 2022 SAMHSA Notice of Funding Opportunity (NOFO)

<table>
<thead>
<tr>
<th>Application for Federal Assistance SF-424</th>
</tr>
</thead>
<tbody>
<tr>
<td>* 9. Type of Applicant 1: Select Applicant Type:</td>
</tr>
<tr>
<td>It: Indian/Native American Tribal Government (Federally Recognized)</td>
</tr>
<tr>
<td>Type of Applicant 2: Select Applicant Type:</td>
</tr>
<tr>
<td>44. Nonprofit with 501(c)(3) Status Other than Educational or Religious Organizations</td>
</tr>
<tr>
<td>Type of Applicant 3: Select Applicant Type:</td>
</tr>
<tr>
<td>* Other (specify):</td>
</tr>
</tbody>
</table>

| * 10. Name of Federal Agency: |
| Substance Abuse and Mental Health Services Administration |

| 11. Catalog of Federal Domestic Assistance Number: |
| 93.243 |
| CFDA Title: |

| * 12. Funding Opportunity Number: |
| SF-22-002 |
| * Title: |
| Certified Community Behavioral Health Clinic Expansion Grants |

| 13. Competition Identification Number: |
| SF-22-002 |
| Title: |
| Certified Community Behavioral Health Clinic Expansion Grants |

| 14. Areas Affected by Project (Cities, Counties, States, etc.): |
| Add Attachment | Delete Attachment | View Attachment |

| * 15. Descriptive Title of Applicant’s Project: |
| CMHC Grant For Mental Health Care of Metropolis |

Attach supporting documents as specified in agency instructions.
How to Complete the SF-424 Application for the FY 2022 SAMHSA Notice of Funding Opportunity (NOFO)

This is the anticipated Project Start Date, which can be found under the Executive Summary section of the NOFO.

This is the estimated funding from each source listed. Enter the amount you are requesting from SAMHSA in item 18a Federal. If you are providing any matching funds enter this in item 18b Applicant. Enter any other funding sources in the applicable fields.

This is the contact information of the Authorized Representative (SAMHSA Business Official) in this section. This person should hold the Signing Official (SO) role in eRA Commons.
Additional EIN information:

- [Apply for an EIN](https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online)
- The 9-Digit core EIN assigned by the IRS must be reflected throughout the mandatory registrations; Dun & Bradstreet’s Data Universal Numbering System (DUNS) (if required), System for Award Management (SAM), and Grants.gov (if required.)

Additional UEI information:

- [Dun & Bradstreet](https://fedgov.dnb.com/webform/pages/CCRSearch.jsp)
- [System for Award Management](https://sam.gov/content/home)

**Alert:** By April 2022, the Federal government will stop using the DUNS number to uniquely identify entities registered in the System for Award Management (SAM.) The government transition from DUNS number to new Unique Entity Identifier will occur on **April 04, 2022**.

- **Beginning April 2021**, all entities *registered in SAM* will automatically be issued a UEI.
  
  **Note:** Entities registering in SAM prior to April 2022 must still obtain a DUNS from Dun and Bradstreet prior to SAM registration.

- **Beginning October 2021**, entities *registered in eRA Commons* will begin to see their UEI populated in the Institutional Profile File (IPF). No action is required by the entity.

- **Beginning October 2021**, recipients’ UEI will be populated on **Page One of the Notice of Award**. The recipient UEI will also be *transmitted in award data* reported to the HHS Tracking Accountability in Government Grants System (TAGGS) and USASpending.gov.

- **For applications due on or after January 25, 2022**, applicants must have a UEI at the time of application submission. Application forms and packages required for application submission will be updated to reflect UEI instead of DUNS.