

## CRITICAL SUPPORTS PROGRAM

### POLICY FOR SUB-SUB GRANTEES REQUIRING SAM/DUNS

All Federations and all of their sub-grantees receiving federal funds must obtain a Data Universal Numbering System (DUNS) number and register in the Federal System for Award Management (SAM) system. Organizations must procure a DUNS number before registering in SAM. When a Federation distributes federal funds to another entity, the requirements are as follows:

- Agency/Partner –requires registering in SAM and obtaining a DUNS number
- Vendor/Contractor-does not require registering in SAM nor obtaining a DUNS number

### DEFINITIONS

#### AGENCY/PARTNER

An entity receiving an allocation from the Leadership Council to provide programs/services to survivors and be a partner in helping develop a solution. They would be required to register in SAM and obtain a DUNS number.

Examples of entities acting as an agency/partner could include:

- Jewish Family Services
- Adult daycare centers
- Senior centers
- JCC's
- Synagogues

#### VENDOR /CONTRACTOR

An entity receiving funds from the Leadership Council for a specific, defined task. They would not be required to register in SAM nor obtain a DUNS number.

Examples of entities acting as a vendor/contractor could include:

- Dentists
- Hearing aid providers
- Providers of durable goods like wheelchairs
- Contractors who do home modifications
- Pharmacies
- Home healthcare providers
- Landlords and homeowners association (to cover a rental payment)
- Transportation providers
- Grocery stores

### EXAMPLES

#### AGENCY/PARTNER

If a Jewish Family Service (JFS) receives an allocation from the Leadership Council for additional case management and a case manager refers a client to a dentist or mental health provider, only the JFS would need to be registered in SAM and obtain a DUNS number. The dentist or mental health provider would be seen as a vendor/contractor providing a specific task.

If a senior center or a synagogue were to receive an allocation from the Leadership Council to provide programs/services to survivors, then those entities would be required to be registered in SAM and have a DUNS number. If a synagogue arranged to take survivors to a program off site or to bring a lecturer onsite, then the transportation provider or lecturer would be a vendor/contractor and not required to be registered in SAM nor have a DUNS number.

**VENDOR/CONTRACTOR**

If funds are used to assist a survivor in paying a portion of a month's rent, the HOA/landlord would be considered a vendor and would not need to be registered in SAM nor obtain a DUNS number. This payment would likely go through a JFS, which would need to have SAM/DUNS.