



ADMINISTRATION

PANDEMIC RECOVERY OFFICE

One Capitol Hill, 4th Floor
Providence, RI 02908-5890

Office: (401) 222-2280

Paul L. Dion, Ph.D.

Director

Pandemic Recovery Office: SFRF Unique Entity Identifier Policy

Date of Last Revision: April 2023

1. Purpose

The purpose of the State Fiscal Recovery Fund Unique Entity Identifier Policy (“Policy”) is to provide guidance on how to comply with the U.S. Department of Treasury’s (“U.S. Treasury”) requirement that all State Fiscal Recovery Fund (“SFRF”) subrecipients and contractors have a Unique Entity Identifier (“UEI”) from SAM.gov.

2. Applicability

The Policy applies to all SFRF Awards.

3. Definitions

Contractor means an entity that receives a contract. A contract is a legal instrument by which a non-federal entity purchases property or services needed to carry out in whole or in part an SFRF funded project.

SFRF Award means funding from the SFRF established under the American Rescue Plan Act (“ARPA”) that a State Agency has been authorized to spend.

State Agency means any state agency, office, department, division, commission, board, council, or other entity of the State.

Subaward means an SFRF Award of federal funds provided by a State Agency to a Subrecipient for the Subrecipient to carry out in whole or in part an SFRF funded project. It does not include payments to a contractor for goods and services or to an individual that is a beneficiary of a project. For further explanation of a Subaward, consult the definition in the Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2. CF.R. § 200 *et seq.*

Subaward Agreement means the agreement between the State of Rhode Island through one of its agencies and the Subrecipient to implement an SFRF project.

Subrecipient means an entity that receives a Subaward from a State Agency to carry out in whole or in part a SFRF funded project but does not include an individual that is a beneficiary of such project.



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UEI means the official identifier for doing business with the U.S. Government as of April 4, 2022.

4. Policy

- A. In executing a Subaward Agreement, the Subrecipient agrees to comply with the requirements of ARPA, U.S. Treasury's implementing regulations published in Title 31, Part 35 of the Federal Code of Regulations, U.S. Treasury's SFRF final rule, and all other formal or informal U.S. Treasury SFRF guidance, as the same may be amended, superseded, or restated from time to time.
- B. U.S. Treasury informed PRO in February 2023 that the SFRF reporting portal will only allow the State to include (1) Subrecipients and (2) Contractors who receive an SFRF Award with an active UEI from SAM.gov.
- C. State Agencies must submit UEIs for each of their direct Subrecipients and Contractors being reported to U.S. Treasury each reporting period by the end of that reporting period. Without a UEI, PRO cannot report the entity to U.S. Treasury, which will result in inaccurate reporting and could place future funding for the entity at risk.
- D. State Agencies must collect attestation forms from each of their direct Subrecipients who have Subrecipients and Contractors who receive an SFRF Award confirming that each entity has an active UEI from SAM.gov. These forms must be submitted to PRO at the conclusion of the SFRF Award.

5. Signature

A handwritten signature in blue ink that reads "Paul L. Dion". The signature is written in a cursive style and is positioned above a vertical line.

Director, Pandemic Recovery Office

Date: May 1, 2023