Substance Abuse and Mental Health Services Administration
SAMHSA
1 Choke Cherry Road • Rockville, MD 20857
www.samhsa.gov • 1-877-SAMHSA-7 (1-877-726-4727)

DESIGNATION OF CENTRAL EMAIL ADDRESS FOR
SAMHSA NOTICE OF AWARD (NoA)

The Notice of Award can now be sent electronically to grantees. If you have not done so already, please remember to submit this form as an attachment with your application to enable this feature. *If you have already completed this designation of central email address form, and there are no changes, do not resubmit this form. If there are changes please complete the following categories below.

Dear Grants Management Specialist

(Name)

1. **SAMHSA Grant No.:**
2. **Name of Grantee Organization:**
3. **Grantee Mailing Address:**
4. **City State Zip**
5. **HHS 12 Digit EIN on NoA:**
6. **Central E-mail Address:**
7. **Authorized Representative Telephone No.:**

Please remember the email address you provide should be valid for the life of the grant. Only one email address can be assigned to an organization.

Authorized Representative* ***Date***

***Authorized Representative** is the individual who signed **Section 21. A.** - Application for Federal Assistance (face page) SF-424.