



Natural Resources Conservation Service

Helping People Help the Land



Obtaining A DUNS number for Farm Bill Program Applicants and Contractors

Do I need DUNS number?

If you are an entity or organization applying for a conservation program or grant funding through the Natural Resources Conservation Service you will need a DUNS number. *There is no cost to obtain a DUNS number.*

DUNS stands for Data Universal Numbering System (DUNS). It is a nine-digit identification number for your business. If you already have a DUNS number you do not need a new one for NRCS.

- If you use an EIN (Employee Identification Number) or TIN (Tax Identification Number) you will need a DUNS number to do business with the federal government.
- Individuals applying for NRCS programs using their social security number do not need a DUNS number.

Business Type	Tax ID Type	DUNS/SAM Required
Individual	SSN	No
General Partnership	EIN	Yes
Joint Venture	EIN	Yes
Joint Venture	SSN	No
Corporation or Limited Liability Company	EIN	Yes
Limited Liability Company	SSN	No
Limited Partnership	EIN	Yes
Estate	EIN	Yes
Trust-Revocable	SSN	No
Trust-Revocable	EIN	Yes
Churches, Charities, & Non-Profit Organizations	EIN	Yes
Trust-Irrevocable	EIN	Yes
Individual Operating as a Small Business	EIN	Yes

How do I get my free DUNS number?

- You may request a DUNS number in 2 ways:
- 1.) Register online at: <http://fedgov.dnb.com/webform>.
 - 2.) Request the 3-page application to FAX in. Call Dun and Bradstreet's toll-free number **(866) 705-5711** between 8 AM and 6 PM Pacific Standard Time.

What is SAM?

Once you have a DUNS number you must register with the System for Award Management (SAM) to receive payments. Go to www.sam.gov to start the process. Registering with SAM is *FREE*.

Where to get help

Idaho Procurement Technical Assistance Center (PTAC) 208-334-2470 or on line at www.ptac.idaho.gov

Why are Duns numbers and SAM needed?

The federal government uses DUNS numbers to maintain and organize applications and contracts. The DUNS number is required for any federal contract application. Applicants must register with SAM to receive payments.

- This requirement pertains to ALL financial assistance, easement programs, and watershed programs, as well as grants, cooperative agreements, and contribution agreements.
- NRCS cannot fully process applications without the DUNS number.
- There is NO cost for either DUNS numbers or SAM.

