



New Hampshire

Department of Education

Frequently Asked Questions

DUNS to UEI Transition

1. **Question:** My District/Charter School is having a problem registering in SAM.gov, what assistance can you provide?

Answer: If for some reason you are having difficulties with the SAM.gov website or registration/renewal process, please reach out to SAM.gov via their ‘live chat’ option. If you select the ‘HELP’ button at the top, in the middle of the page that it brings you to there will be a ‘Live Chat’ option. In our experience, you are typically connected to someone within a minute. They will be best to assist you with any SAM.gov questions.

2. **Question:** Why are we suddenly being asked to pay for our SAM.gov registration?

Answer: Unfortunately, there are many scams out there that try and have businesses pay for such a registration (via email, postcards, phone calls). We assure you that there is no fee to register with SAM.gov currently.

3. **Question:** I am having an issue with registering in SAM.gov and won’t be able to take the ESS survey by the March 11, 2022 deadline. What do I do?

Answer: If you are not able to reach the March 11, 2022 deadline, please reach out to the Bureau of Federal Compliance at federalcompliance@doe.nh.gov to let us know why and you can fill out the survey as soon as you are able.

4. **Question:** Will we have to report this information regularly?

Answer: Yes. The NHDOE has a responsibility to verify that our subrecipients have a valid registration in SAM.gov and are able to do business with the federal government. Annual reporting of your SAM.gov registration expiration will be required, however we do not know what that will look like yet. Stay tuned for further information.