

State of Connecticut Department of Public Health
Drinking Water State Revolving Fund (DWSRF)
Data Universal Numbering System (DUNS) Information

What is a DUNS number? DUNS stands for data universal numbering system, the number is a unique nine- digit identifier that's become the industry standard for business listings worldwide.

Why do I need one? The number, which is provided and maintained by Dun & Bradstreet (D&B), is required by the federal Office of Management and Budget (OMB) which has determined that there is a need for improved statistical reporting of federal grants. OMB has adopted the use of the DUNS number as a way to identify organizations that receive grant awards and to track how federal grant money is dispersed. **Every DWSRF funding recipient must either have or obtain a DUNS number.**

What does it cost? There is **No** fee; getting a DUNS number is easy. Here's how you can get a DUNS number:

How do I get one or verify that I have one?

1. Before you call D&B or visit their website to apply for a DUNS number, please have the following information on hand listed below.
 - Organization name (Legal name)
 - Other name by which your organization is commonly recognized (if different than above)
 - Physical address, and mailing address (if different)
 - Headquarters name and address (if applicable)
 - Local telephone number
 - Contact name (CEO/organization owner)
 - Legal structure of the organization, year started, and number of employees
 - Primary line of business (SIC Code) (Standard Industrial Classification)
 - Is this a home-based business?
2. First, make sure you don't already have one. Visit the federal System For Award Management (SAM) website: <https://www.sam.gov/portal/SAM/#1> to search. Or call D&B Government Customer Response Center toll-free at 1-866-705-5711. A representative will tell you if you need to apply for a new number.
 - A. If you **have** a DUNS number, please submit that information to DPH.
 - B. If you **do not have** a DUNS number follow the directions below.

You may choose from the following options to apply for your DUNS number.

3. Applying by internet, please click on the follow link: <http://fedgov.dnb.com/webform>
4. Applying by telephone, please call D&B toll-free at 1-866-705-5711.

Office of Management and Budget (White House) DUNS Information

http://www.whitehouse.gov/sites/default/files/omb/grants/duns_num_guide.pdf

Once you have obtained or verified your DUNS number, please submit that information to your DWSRF Project Engineer at the address below. **This information must be provided prior to executing a loan agreement.**

Connecticut Department of Public Health
Drinking Water Section
DWSRF Unit
410 Capitol Avenue, MS# 12DWS
P.O. Box 340308
Hartford, CT 06134-0308

Or via email to:
DPH.CTDWSRF@ct.gov

If you have any questions, please feel free to contact the Drinking Water Section @ 860-509-7333 and ask for a DWSRF representative.