

How to Obtain an SAM.gov Account

Check the Systems for Award Management ([SAM.gov](https://www.sam.gov)) to ensure your organization is *actively* registered as an entity

- An individual user account on SAM.gov is not the same thing as an organization's entity registration.
- Review all SAM.gov entity registration information for accuracy, including bank accounts, addresses, the [Unique Entity Identifier \(UEI\)](#), and Points of Contact
- If your organization has no record of a SAM.gov registration, expired or active, and needs to create a new registration, the simplest entity registration type that can participate in the Clean School Bus Rebates is the "Federal Assistance Awards Only" registration.
- For help with SAM.gov, reach out to the Federal Service Desk at: <https://www.fsd.gov>

Only individuals with email addresses listed as one of the following Points of Contact (POC) under an *active* SAM.gov entity registration will have access to create, edit, save, and submit a Clean School Bus Rebate application for that entity:

- Electronic Business POC
- Alternate Electronic Business POC
- Government Business POC
- Alternate Government Business POC

Note: When entering the rebate application, applicants must use the same email as is listed in their POC information in SAM.gov. They will be prompted to sign-in to, or create, a free login.gov account.

