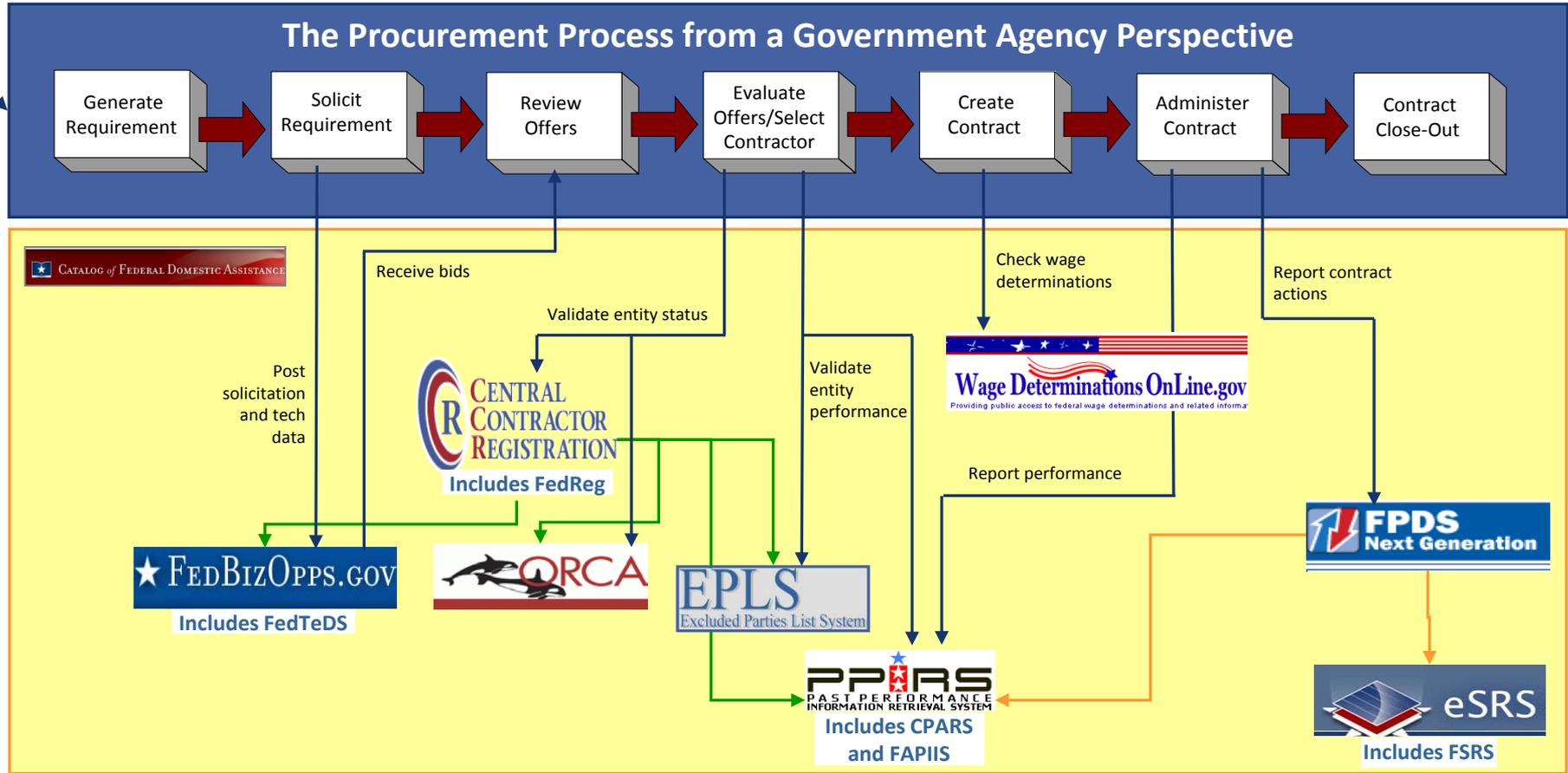


System for Award Management (SAM)

- ▶ **Creating Efficiencies through Integration and Consolidation**

► Separate, siloed systems supported the award process

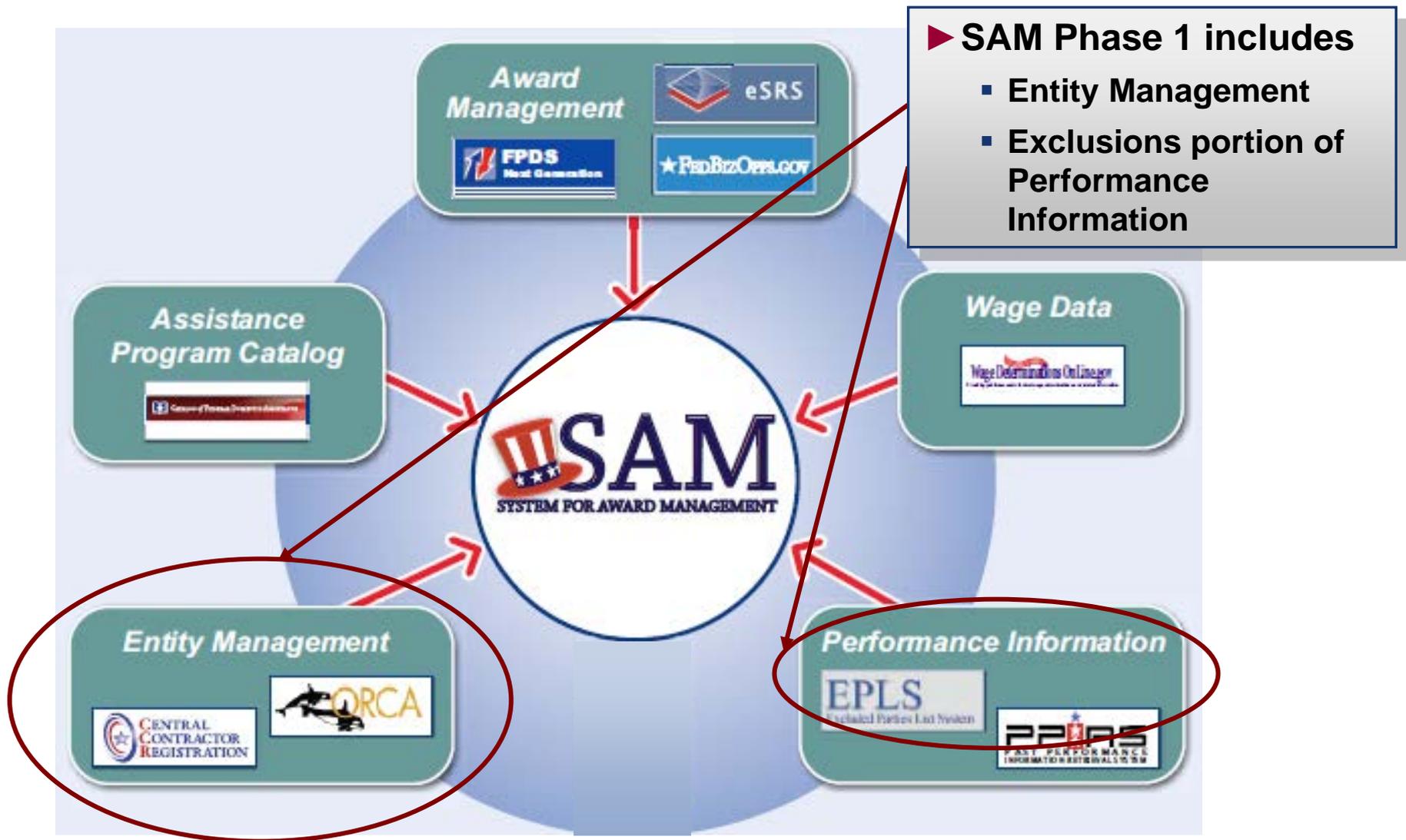


- ▶ Single Login – Functionality accessible at one online location to streamline the process
- ▶ One Data Source – Centralized, normalized data to eliminate potential for conflicting values and improve agility to deal with future changes
- ▶ One Host – Consolidated hosting, reducing operations and maintenance costs

► IAE system capabilities organized around six key functional areas

Functional Area	Capabilities	Legacy Systems
Entity* Management	<ul style="list-style-type: none"> • Manage entity core data • Manage certifications/representations 	<ul style="list-style-type: none"> • CCR/FedReg – Central Contractor Registration/Federal Agency Registration • ORCA – Online Representations and Certifications Application
Award Management	<ul style="list-style-type: none"> • Post solicitation and award data • Maintain government-wide contract award data • Manage government-wide subcontractor data 	<ul style="list-style-type: none"> • FBO – Federal Business Opportunities • FPDS-NG – Federal Procurement Data System-Next Generation • eSRS/FSRS – Electronic Subcontracting Reporting System/FFATA Subaward Reporting System
Wage Data	<ul style="list-style-type: none"> • Access wage determinations 	<ul style="list-style-type: none"> • WDOL – Wage Determinations Online
Performance Information	<ul style="list-style-type: none"> • Manage/maintain past performance information • Manage exclusion list 	<ul style="list-style-type: none"> • PPIRS/CPARS/FAPIIS – Past Performance Information Retrieval System • EPLS – Excluded Parties List System
Assistance Program Catalog	<ul style="list-style-type: none"> • Create/maintain assistance program catalog 	<ul style="list-style-type: none"> • CFDA – Catalog of Federal Domestic Assistance
Support	<ul style="list-style-type: none"> • Provide security/access control • Provide reporting/communications support • Provide internal controls 	

* For the purposes of this capability area, *Entity* refers to prime contractors, organizations or individuals applying for assistance awards, those receiving loans, sole proprietors, corporations, partnerships, and any Federal government agencies desiring to do business with the government



There is no fee to use or register in SAM.
 You can find the SAM web site at <http://sam.gov>.

▶ Contracting/Grants Officers

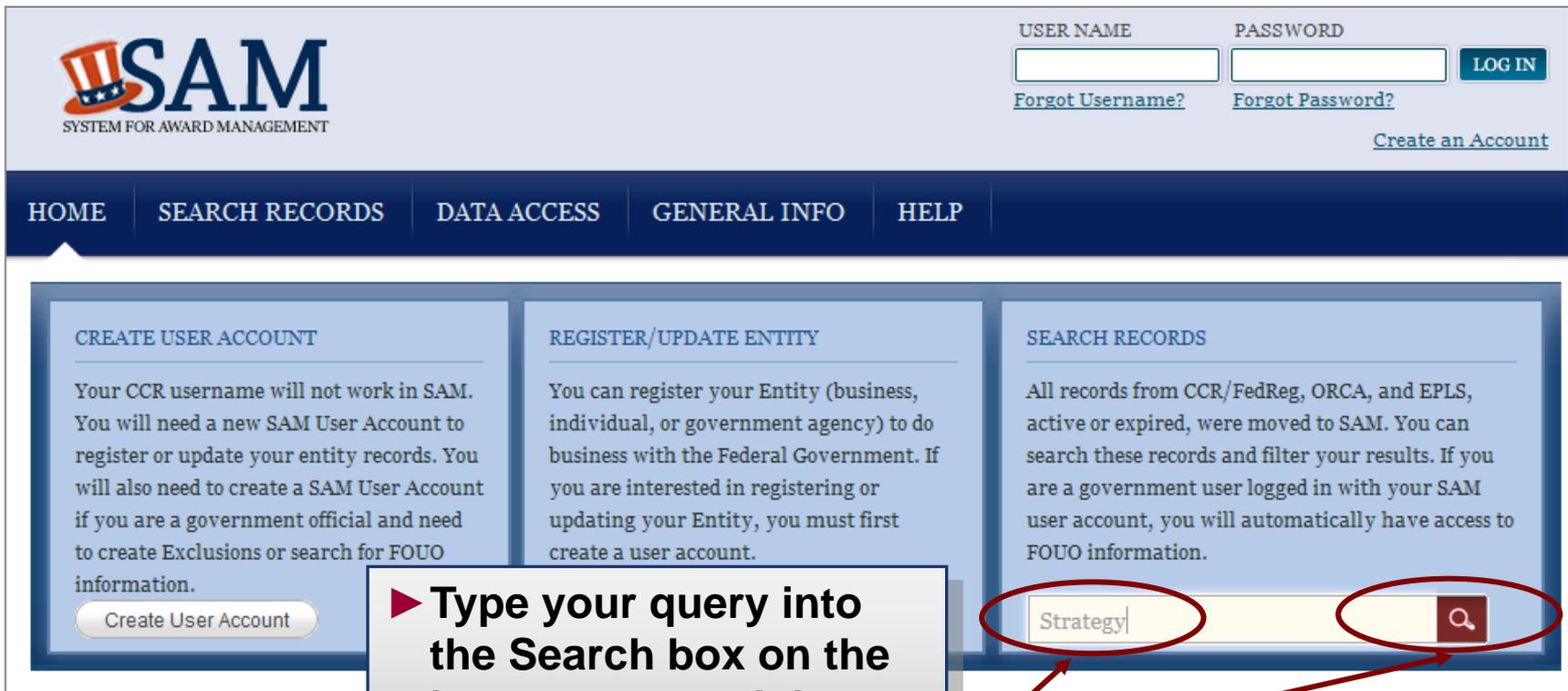
- **Streamlined Process – One login provides access to entity core data, representations and certifications, and exclusions information**

▶ Entities (anyone who wants to do business with the government)

- **Streamlined Process – One login allows entities to create or update their registration as well as their representations and certifications**
- **Update Date Alignment – Capabilities in one location aligns CCR and ORCA registration updates**
- **Registration Purpose – A question at the start of the process allows grantees to avoid contractor-specific content**

- ▶ **SAM Phase 1 went live on July 29, 2012**
- ▶ **If you had a registration in CCR (and ORCA), your information is now in SAM**
- ▶ **If you completed your Representations and Certifications (Reps & Certs) in ORCA, that information is now part of your entity's SAM registration**
 - **If your registration was active prior to SAM go live, and you had never completed Reps & Certs in ORCA, it will still be active in SAM**
 - **Your contracting officer may require you to update your SAM registration to include Reps & Certs prior to any contract award**
 - **To be eligible for contracts, you will be required to complete Reps & Certs in SAM when you update/renew your registration**
- ▶ **No active registrations will expire prior to January 1, 2013**
- ▶ **The Primary/Secondary users of your registration will be notified at 60, 30, and 15 days prior to the registration expiration**
 - **If your Primary and Secondary POCs are no longer with your organization, you'll need to contact the Help Desk to have their permissions assigned to your user account**
 - **If your registration expired prior to December 2010, you'll need to contact the Help Desk to have administrator permissions assigned to your user account**
- ▶ **Unless you have opted out of the public search, you'll be able to see your registration expiration date by going to <http://sam.gov> and searching by your DUNS, CAGE Code, or Business Name**

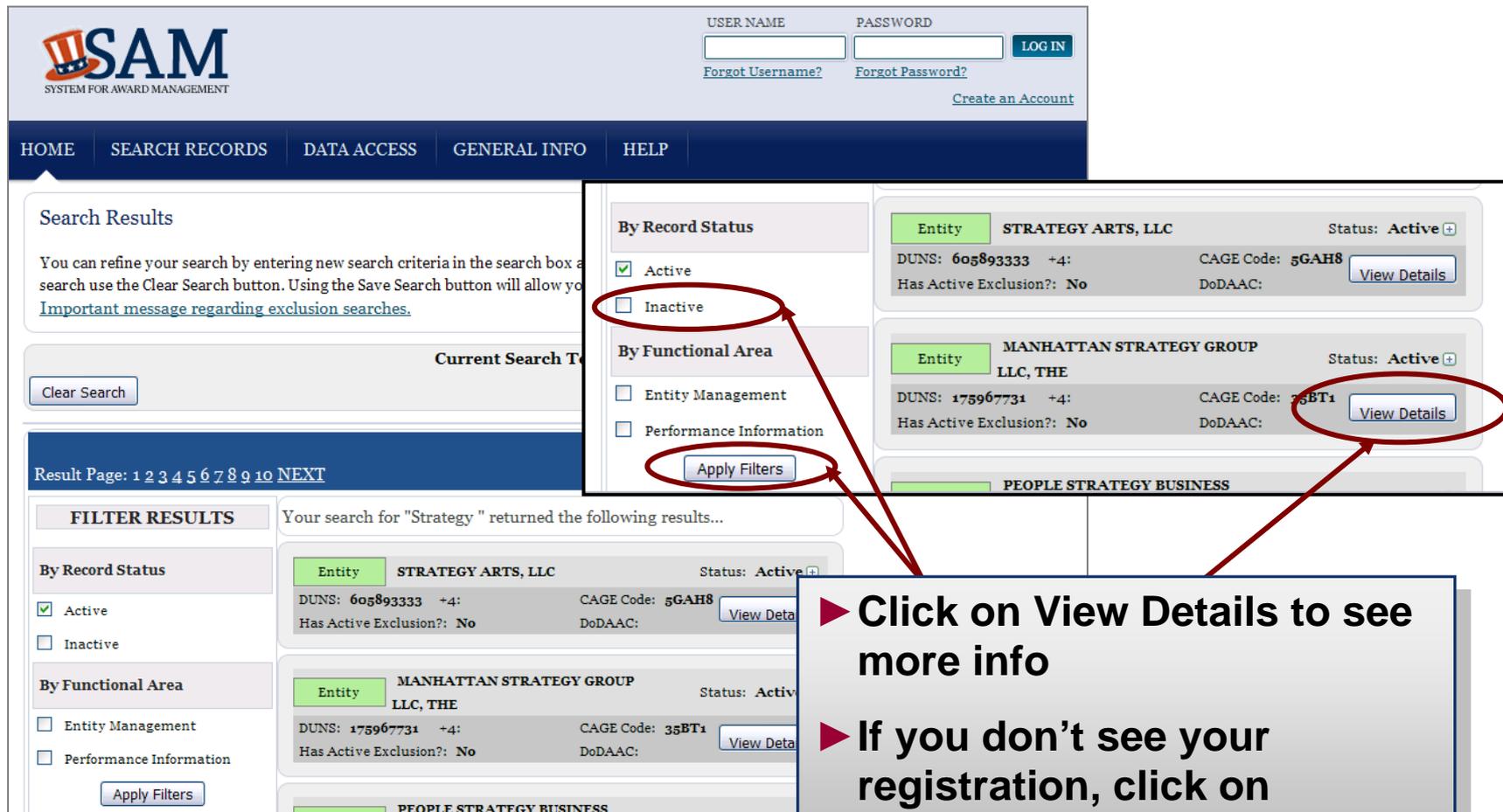
- ▶ Search for your DUNS, CAGE code or part of your business name at <http://sam.gov>



The screenshot shows the SAM System for Award Management homepage. At the top right, there is a login section with fields for "USER NAME" and "PASSWORD", a "LOG IN" button, and links for "Forgot Username?" and "Forgot Password?". Below the login section is a "Create an Account" link. A dark blue navigation bar contains the following menu items: HOME, SEARCH RECORDS, DATA ACCESS, GENERAL INFO, and HELP. The main content area is divided into three columns. The first column is titled "CREATE USER ACCOUNT" and contains text explaining that CCR usernames do not work in SAM and that a new SAM User Account is needed. A "Create User Account" button is at the bottom of this column. The second column is titled "REGISTER/UPDATE ENTITY" and contains text explaining that users can register their Entity (business, individual, or government agency) to do business with the Federal Government. The third column is titled "SEARCH RECORDS" and contains text explaining that all records from CCR/FedReg, ORCA, and EPLS, active or expired, were moved to SAM. At the bottom of the search records column, there is a search box containing the text "Strategy" and a red search icon. A callout box with a red arrow points to the search box and the search icon.

▶ Type your query into the Search box on the home page, and then click the red search icon

- ▶ Unless you opted out of the public search, your registration will display in the search results



Search Results

You can refine your search by entering new search criteria in the search box and search use the Clear Search button. Using the Save Search button will allow you to save your search. [Important message regarding exclusion searches.](#)

Clear Search

Result Page: 1 2 3 4 5 6 7 8 9 10 NEXT

FILTER RESULTS

Your search for "Strategy " returned the following results...

By Record Status

Active
 Inactive

By Functional Area

Entity Management
 Performance Information

Apply Filters

Entity	Status
STRATEGY ARTS, LLC	Active
MANHATTAN STRATEGY GROUP LLC, THE	Active
PEOPLE STRATEGY BUSINESS	

▶ Click on View Details to see more info

▶ If you don't see your registration, click on Inactive and Apply Filters

- ▶ **If you opted out of the public search, you will need to do the following in order to view your registration in SAM**
 1. **Create an Individual User Account at sam.gov**
 2. **Migrate your account permissions from CCR (see Quick Start Guide for Migrating Roles on the Help tab of sam.gov)**
 3. **Go to your Complete Registrations to view your registration**
- ▶ **Please note that even if you have opted out of the public search, Federal Government staff members who search for your registration when logged into their government SAM account will be able to see your registration**

- ▶ **If you need to update your SAM registration (e.g., you changed banks and are no longer getting paid), you may do so at <http://sam.gov>**
 - **You must first create an individual user account in SAM by clicking on “Create User Account” and filling in the basic information**
 - **In SAM, the entity administrator holds the rights to update a registration. If you were the CCR administrator, you must “migrate” your role from CCR. If the CCR administrator is no longer with your organization, you’ll have to contact the Help Desk for assistance to become the entity administrator in SAM.**
 - **You must review each page in the registration to successfully submit the registration**

- ▶ **When you get ready to create or update/renew your registration, please use Quick Start Guide for Updating/ Renewing Registrations on the Help tab of <http://sam.gov>**

- ▶ **If you created a SAM user account (username and password), you now have system access**
 - You cannot type in your username and password from CCR to log into SAM; you need to create a SAM user account
 - Creating a SAM user account does not mean that your entity is registered in SAM
 - If you never had a registration in CCR, you must create a registration for your entity in SAM to do business with the government

- ▶ **If you do have a registration in SAM, it may be at one of the following status levels:**
 - **Active** – You have an active registration
 - **Expired** – You have a registration that was once active, but is now expired
 - **Draft** – You started, but have not completed, the Core Data section
 - **Work in Progress** – You have completed the Core Data section but either need to provide additional information or need to click “Submit”
 - **Submitted** – You have submitted the registration, but it is not yet active because it is waiting for TIN validation and/or CAGE validation, which typically takes 3 to 5 business days, just as it did in CCR

- ▶ **If you have an Active or Expired record, you may also have a record at one of the other status levels, if you initiated an update/renewal**

- ▶ **If your registration is in “Draft” or “Work In Progress” status, it has not yet been submitted**
 - **Access it by logging in and clicking on “Register/Update Entity” and then “Incomplete Registrations”**
 - **You must review the registration in its entirety (each page) before you can successfully submit the registration**
- ▶ **Upon submission, the Annual Renewal Date for the entity registration will be set; entity registrations must be renewed every 365 days**
- ▶ **An entity registration will not be considered active until the IRS has successfully validated the TIN match and the CAGE Code has been assigned or validated. This process happens outside SAM and typically takes 3 to 5 business days, just as it did in CCR.**
- ▶ **If the size metrics you enter in the Assertions section meets the criteria for a small business designation, a link to SBA’s Supplemental page will become available after you complete the Points of Contact section**

- ▶ **Start with the Help tab on the SAM web site at <http://sam.gov>**
 - **FAQs provide answers to frequently asked questions**
 - **The User Guide provides a comprehensive step-by-step guide to using all parts of SAM**
 - **Quick Start Guides introduce you to key functionality you may need, including Account Migration and Renewing/Updating a registration**
 - **Web demonstration videos walk you through common tasks**
 - **Helpful Hints provide guidance for searching in SAM**
- ▶ **Key features of SAM provide help to users**
 - **Password guidance helps you define a password that meets SAM requirements for length and content**
 - **For registrants, a glossary on every screen helps you determine what information you need to enter**
 - **The open text search provides flexibility for you to find the information you need in the way that makes sense to you**
- ▶ **The Help Desk for SAM is the Federal Service Desk (<http://fsd.gov>)**

