

Registering an Organization

In order for you to apply for a Project Grant from Mass Humanities, you must have a DUNS number and be currently registered with SAM.

Below are the main steps and links to more information to complete this process. The process below can take between three business days and five weeks, so please make sure to begin early. If you do not complete these steps by the submission deadline, you may not be allowed to submit an application.

1. Obtain a DUNS Number

How do I get a DUNS number?

Call 1-866-705-5711 or access the Dun & Bradstreet website <http://fedgov.dnb.com/webform>

→ How long does this step usually take?

1-2 business days

2. Register with SAM

How do I register with the System Award Management (SAM)?

Access <https://www.sam.gov> and complete the online registration process. You also need the authorizing official of the organization to send a [notarized letter](#) to SAM and an EIN.

→ How long does this step usually take?

After SAM receives the notarized letter, [up to 2 weeks \(up to 5 more weeks to acquire EIN\)](#)