

Information Regarding the DUNS and CCR Requirements of ARRA Grants

All recipients of American Recovery and Reinvestment Act (ARRA) funds **must** obtain a Data Universal Numbering System (DUNS) number and register with the Central Contractor Registry (CCR) – then enter this information into the Education Entity Master (EEM). Obtaining a DUNS number, registering with the CCR and entering the data into the Education Entity Master (EEM) is a reporting requirement and a condition of accepting any ARRA award. (See [memo](#))

Message sent on 9/3/09 to noncompliant recipients who are in “grant funds available” status in MEGS:

You are receiving this message because you have **not** entered a DUNS number and/or checked the box indicating that you registered with the CCR in the EEM. If you have already applied for a DUNS number and registered in the CCR, enter the information into the EEM. If you have not applied for a DUNS number or registered with the CCR, begin **IMMEDIATELY**. Then, after you have a DUNS number and are registered in the CCR, enter the information into EEM.

For questions and help with DUNS numbers call 866-705-5711. For questions and help with CCR registration call 866-606-8220. For questions and help with entering information into EEM call 517-335-0505.

If you do not know the name of your EEM entity authorized user, please send an email message to cepi@michigan.gov or call 517-335-0505 and choose option 3. Please provide your name, entity name, district code, district name (if applicable), CEPI application name, your telephone number (including area code and extension), your e-mail address, and your specific questions.

If your entity does not yet have an EEM authorized user, go to http://www.michigan.gov/documents/cepi/20080925_EEM_security_251199_7.pdf and read the directions carefully.

1. Follow all steps as described in the document.
2. Fax the completed security form to CEPI at the number on the bottom of the security agreement page.

All ARRA award recipients **must** have this information entered into EEM **no later than September 30, 2009**. The department will consider actions including but not limited to recapturing ARRA funds for noncompliance with this requirement.