

## CONTRACTOR AND SUB-CONTRACTOR ELIGIBILITY PROCESS

Recipients of NSP2 funds must ensure that all contractors/sub-contractors are eligible to participate in federally funded projects. A contractor/sub-contractor is eligible to participate as long as they do not appear as debarred or suspended from contracting on Federal programs. The following exhibit outlines the process that must be followed to verify the eligibility of contractors/sub-contractors and the documentation that must be maintained in the project file.

There are two web-based searches that must be conducted and documented: (1) HUD's Limited Denials of Participation list; and (2) Excluded Parties List System. Both of these processes must be completed for each contractor/sub-contractor prior to entering into a contract.

When you have completed the process you will have in your project file, the following for each contractor:

1. Printed copy from HUD's Limited Denials of Participation List for the Company Name
2. Printed copy from HUD's Limited Denials of Participation List for the Principal's Name
3. Printed copy from the Excluded Parties List System for both the Company and Principal's name

### **Part 1: HUD's Limited Denials of Participation List**

Limited Denials of Participation can be found at: <http://www.hud.gov/offices/enforce/ecldp.cfm>.

Select the Limited Denial of Participation List

Use the Search by Name function and search individually by:

1. Company name; and
2. Principal's name

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## **U.S. Department of Housing and Urban Development**

Limited Denial of Participation, HUD Funding Disqualifications  
and Voluntary Abstentions List as of 10/27/2006

Search by Name

Records Found:30

[All LDPs](#)

## Part 2: Excluded Parties List System

Excluded Parties List System can be found at:

<http://www.epls.gov/>

### Basic Search

This type of search finds all exclusions by performing a partial name search, and it is recommended that the user search by the last name of the individual or the first word of the company's name.

1. At the Main Page, enter the name that you would like to search for (Smith in this example) in the field at the top left, as shown in Figure 2.

Figure 1: Basic Search

2. Hit the **Go** button to the right of the field.

3. Search results will be displayed in a screen similar to Figure 3.

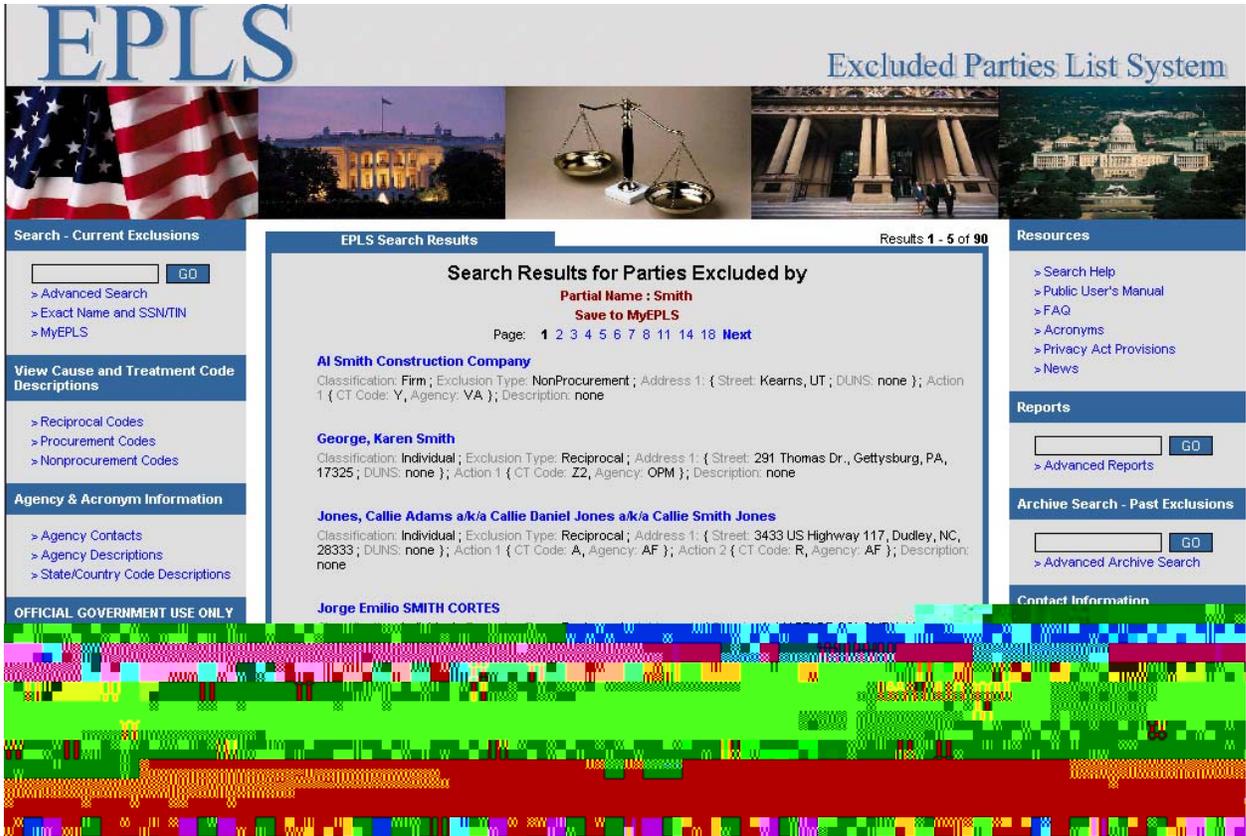


Figure 2: Basic Search Results

This search should be a “Search by Multiple Names with “Partial Name” selected.

Use the Search by Multiple Names function and search the following:

1. Company name; and
2. Principal’s name

If there are no possible matches, you will see the following:



