

Applicant Eligibility:

In order to receive an award under these Requests for Applications (RFAs), an Applicant must:

1. Be a workforce service provider or a community-based organization that administers workforce programs in the healthcare, manufacturing, and technology industry sectors and that prioritize equitable program participation by individuals from priority populations.
 - i. [ORS 660.400\(1\)\(c\)](#) defines workforce service providers as including:
 - ii. nonprofit and public workforce education, training, and career services providers; and
 - iii. governmental entities that provide workforce development services.
2. [ORS 660.390\(1\)\(a\)](#) defines community-based organizations to include:
 - i. nonprofit organizations that are representative of a particular community or specific segments of a community and are located within or in close proximity to the community they serve; and
 - ii. culturally specific organizations.
3. Have an active registration in SAM.Gov and have a Unique Entity Identifier (UEI) – see <https://sam.gov/content/home>. See below for additional information on UEI.
4. Have an Employer ID Number with the Internal Revenue Service (see <https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>); and
5. Have and maintain a current business registration with the Oregon Secretary of State.

Any entity that a grant recipient subcontracts or subgrants with to complete project activities under these RFAs must submit documentation to HECC demonstrating compliance with 2, 3, and 4 above.

Additional Information on UEI:

- A grantee is required to have an active UEI registration to enter into a grant agreement.
- An active UEI registration is also required for all grantee subawardees and subcontractors (not needed prior to grant execution, but necessary before work can begin/payment made to subgrantees/subcontractors)
- Registration is FREE on [SAM.gov](#), and we have recently heard from grantee partners that their subawardee UEI registration has been taking around three weeks to activate currently.
- Third-party organizations sometimes offer to complete UEI registration on behalf of an organization for a fee. However, organizations may register directly/renew their registration using [SAM.gov](#) at no charge.