

# SBIR/STTR APPLICANT REGISTRATION GUIDE

Essential Registrations for SBIR/STTR Programs

## COMPANY EIN

Each company is required to have an Employer Identification Number or EIN

Obtain your EIN at:  
<https://www.irs.gov/businesses/small-businesses-self-employed/employer-id-numbers>



## COMPANY UEI

All recipients of federal grants or contracts are required to have a Unique Entity Identifier or UEI

Obtain your UEI at:  
<https://sam.gov/content/entity-registration>

*Note: Some agencies require a Commercial and Government Entity or CAGE code. Start this registration via SAM.gov as well.*

## SBC CONTROL ID

SBC stands for Small Business Concern. This registration is required to submit proposals under the SBIR/STTR programs

Obtain your SBC Control ID at:  
<https://app.www.sbir.gov/company-registration/overview>



## LOGIN.GOV

Login.gov provides a single sign-in service for many government agencies and their portals

Create your Login.gov account at: <https://secure.login.gov/>

## AGENCY-SPECIFIC REGISTRATIONS

Each agency requires registration with their agency-specific application submission portal. Refer to their current solicitation for detailed instructions about how to apply.



Here is a list of the submission portals used by the participating SBIR/STTR agencies. ***These are subject to change so always refer to the current solicitation instructions for detailed instructions about how to apply.***

Familiarize yourself with the submission portal early in your proposal preparation process. Set up the workspace, make sure everyone on your team has the right credentials, and complete some of the administrative forms as soon as you know you will be submitting a proposal.

Plan to complete forms and upload your required proposal documents at least two days prior to the submission due date and **submit early!**

Agency	Submission portal
<b>Commerce: NIST</b>	Grants.gov <a href="https://www.grants.gov">https://www.grants.gov</a> eRA Commons <a href="https://public.era.nih.gov/commonsplus/public/registration/initRegistration.era">https://public.era.nih.gov/commonsplus/public/registration/initRegistration.era</a>
<b>Commerce: NOAA</b>	Grants.gov <a href="https://www.grants.gov">https://www.grants.gov</a> eRA Commons <a href="https://public.era.nih.gov/commonsplus/public/registration/initRegistration.era">https://public.era.nih.gov/commonsplus/public/registration/initRegistration.era</a>
<b>DHS</b>	<a href="https://sbir.dhs.gov/sbir/public">https://sbir.dhs.gov/sbir/public</a>
<b>DoD</b>	DSIP <a href="https://www.dodsbirsttr.mil/submissions/login">https://www.dodsbirsttr.mil/submissions/login</a>
<b>DOE</b>	<a href="https://www.grants.gov">https://www.grants.gov</a> PAMS <a href="https://pamspublic.science.energy.gov/webpamsepsexternal/login.aspx">https://pamspublic.science.energy.gov/webpamsepsexternal/login.aspx</a>
<b>DOT</b>	See the current solicitation for submission portal instructions
<b>ED</b>	Email program contacts identified in solicitation
<b>EPA</b>	FedConnect <a href="https://www.fedconnect.net/FedConnect/PublicUserRegistration.aspx">https://www.fedconnect.net/FedConnect/PublicUserRegistration.aspx</a>
<b>NASA</b>	<a href="https://prosams.nasa.gov">https://prosams.nasa.gov</a>
<b>NIH / HHS</b>	<a href="https://www.grants.gov">https://www.grants.gov</a> , <a href="https://www.era.nih.gov">https://www.era.nih.gov</a> , and <a href="https://public.era.nih.gov/assist/public/login.era">https://public.era.nih.gov/assist/public/login.era</a> <a href="https://www.ncbi.nlm.nih.gov/sciencv/">https://www.ncbi.nlm.nih.gov/sciencv/</a>
<b>NSF</b>	<a href="https://www.research.gov">https://www.research.gov</a> <a href="https://www.ncbi.nlm.nih.gov/sciencv/">https://www.ncbi.nlm.nih.gov/sciencv/</a>
<b>USDA</b>	<a href="https://www.grants.gov">https://www.grants.gov</a>

Empowering Montana's Technology Entrepreneurs

**Montana**  
Innovation Partnership  
powered by TechLink

Contact us:  
[montanainnovationpartnership.org](http://montanainnovationpartnership.org)  
[techlinksbir@montana.edu](mailto:techlinksbir@montana.edu)  
406.994.7788