



Emergency Food and Shelter Program

WEBINAR SERIES FOR THE SUPPLEMENTAL APPROPRIATION FOR HUMANITARIAN ASSISTANCE FUNDS

FEIN Number

EFSP Webinar Series for the Supplemental Appropriation for Humanitarian Assistance Funds

- What is an FEIN Number?
- Who needs an FEIN Number?
- How do I receive an FEIN Number?

Learning Objectives

FEIN Number

FEIN Number

- A Federal Employer Identification Number (FEIN) is also known as a Federal Tax Identification Number, and is used to identify a business entity.
- Agencies receiving EFSP funds are required to provide the 9-digit FEIN Number.



What is an FEIN Number?

FEIN Number

FEIN Number

- All businesses or other organizations receiving money from the U.S. Federal government through contracts or grants are required to have a FEIN Number.
- For EFSP purposes, all LROs must have an FEIN number.
- **Providing the FEIN number alone is not sufficient.**
- Please provide your IRS or State paperwork that indicates your agency's FEIN.

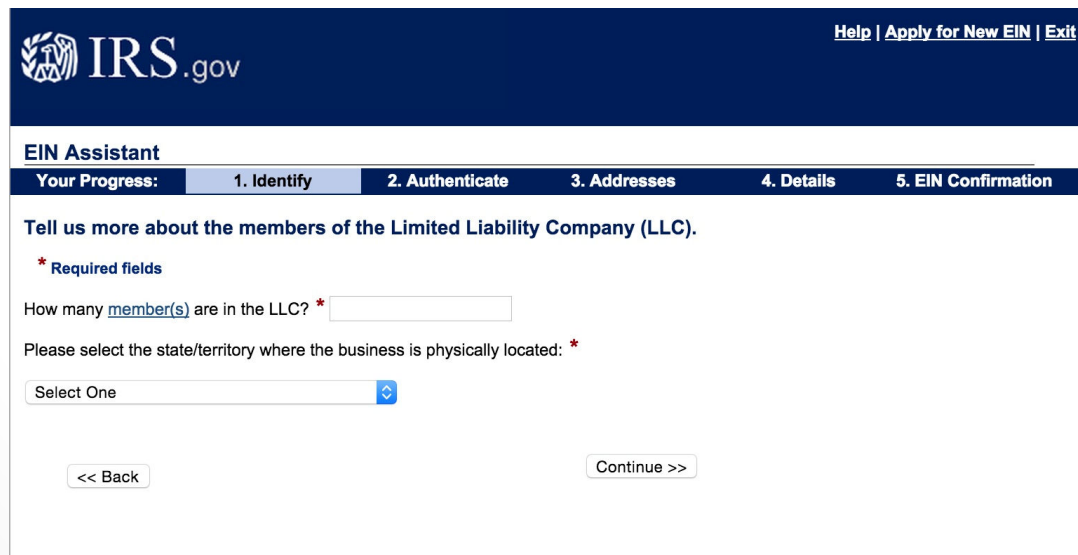


Who Needs an FEIN Number?

FEIN Number

Internet Option A (recommended):

- All agencies applying for this funding opportunity must have a FEIN number. FEIN numbers are issued by the Internal Revenue Service (IRS) at no cost.
- Register at www.irs.gov



The screenshot shows the IRS EIN Assistant application interface. At the top left is the IRS logo and ".gov" domain. At the top right are links for "Help", "Apply for New EIN", and "Exit". Below this is a progress bar with five steps: "1. Identify", "2. Authenticate", "3. Addresses", "4. Details", and "5. EIN Confirmation". The current step is "2. Authenticate". The main heading is "Tell us more about the members of the Limited Liability Company (LLC)". Underneath, there is a section for "* Required fields". The first question is "How many member(s) are in the LLC? *" with an input field. The second question is "Please select the state/territory where the business is physically located: *" with a dropdown menu labeled "Select One". At the bottom, there are two buttons: "<< Back" and "Continue >>".

How do I Receive a FEIN Number?

FEIN Number

- To change or add your Federal Employer Identification Number (FEIN), the agency must send the document from the IRS or state that reflects their full legal name and FEIN number.
- Please send documentation with a cover note for a FEIN change to suppfund@uww.unitedway.org or fax to 703-706-9677.

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Reporting an FEIN to EFSP

FEIN Number

- What is an FEIN Number?
- Who needs an FEIN Number?
- How do I receive an FEIN Number?

Learning Summary

FEIN Number

**Emergency Food and Shelter
National Board Program**

**701 North Fairfax Street
Alexandria, Virginia 22314**

**Phone: 703-706-9660 (option 6)
Fax: 703-706-9677**

Website: efsp.unitedway.org

**Email Address for inquires:
suppfund@uww.unitedway.org**



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