



NOTICE OF FUNDING OPPORTUNITY, ACT 10 OF 2022; EMS GRANTS

On Friday, February 11, 2022, Governor Tom Wolf signed into law Senate Bill 739 (Act 10 of 2022). Act 10 of 2022 (Act 10) created a \$25 million grant program for Pennsylvania EMS agencies to be administered by the Office of State Fire Commissioner (OSFC) in consultation with the Pennsylvania Department of Health (DOH) through the Bureau of EMS.

EMS agencies duly licensed by the Commonwealth, including their individual licensee affiliates, are eligible to receive grant funding. This includes agencies that are identified as the primary 911 responder or serve as interfacility transport agencies. Agencies that solely provide quick response service (QRS) are not eligible for grant funding pursuant to Act 10. Criteria for eligibility was determined by the legislature through the passage of Act 10.

In order to begin the certification process there are several important pieces of information that need to be completed prior to logging into the grant portal. Please note that some items may take up to three weeks for processing.

INFORMATION NEEDED FOR THE DCED ONLINE PORTAL

Keystone ID

The agency seeking to certify for the grant will need both signatories to have a username and password registered within the Keystone Login Portal. You may register here: [Keystone ID](#).

DUNS Number

All entities wishing to do business with the federal government must have a unique entity identifier (UEI). Currently, the DUNS number, which is a unique nine-character identification number provided by Dun & Bradstreet (D&B) free of charge, is the official UEI. D&B assigns UEI (DUNS) for each physical location of a business. Requesting a UEI (DUNS) takes about 10 minutes. Receiving a UEI (DUNS) takes 1–2 business days (under normal circumstances) when using the D&B web form. The federal government uses Unique Entity Identifier (UEI) numbers to track how federal money is allocated. <https://www.dnb.com/duns-number/get-a-duns.html> A 12-digit Unique Entity Identifier (UEI) Number will be provided by SAM and accompanies an active SAM Registration.

An Active SAM Registration

You must have an active registration in the System for Award Management (SAM). There is no charge to register or maintain your organization's SAM registration. You must renew your SAM registration every year to remain in active status. You can apply for (or renew) your SAM registration for free on the <https://SAM.gov> website. You will need your DUNS number to complete this registration. Please note that SAM registration can take up to three weeks for processing. Delaying your SAM registration may affect how quickly you receive your grant funds.

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FFATA Form (found on the Addenda page)

You will need to download and complete a Federal Funding Accountability and Transparency Act Sub-Recipient Data Sheet (FFATA Form). You will need your DUNS number to complete this form.

An Active Commonwealth Vendor Number

Your organization must have an active Commonwealth Vendor Number for us to process your future grant contract and payments. You will need your organization's FEIN to complete this registration. To check if you have an active vendor number, search for your municipality on our list of Verified Active Vendor Records. If your municipality is not listed, you can complete your vendor registration online <https://www.budget.pa.gov/Services/ForVendors/Pages/Non-Procurement-Help.aspx> by choosing the Non-Procurement Registration option. Or you can call our Vendor Database Management Unit (VDMU) at 1-877-435-7363 and choose Option 1.

Sign-up for Direct Deposit (ACH payments)

All your future grant payments will be made through the Automated Clearing House (ACH). You will want to check that your vendor record has your bank account information. You can add/change bank account information in your vendor record at the PA Supplier Portal. (See the step-by-step guide for making changes to your vendor record).

STEPS TO COMPLETE AN ONLINE CERTIFICATION

1. Log into the grant portal: <https://dced.pa.gov/singleapp>
2. Enter your Keystone Login username: and whatever your password is
3. Make sure that you **UPDATE** your **USER SETTINGS** Prior to beginning your application. The Apply button is triggered by your FEIN inside of the user settings.
4. Project Name: Whatever is familiar to you
5. Do you need help? Select **NO**
6. Click on Begin new application
7. Program Name, enter key word: **EMS**
8. Click **Search**
9. Scroll down until you see the program name and the blue underlined APPLY button to the right
10. Click on **APPLY**
11. Fill out the application fields that have red diamonds next to them, do not worry about the ones that don't.
12. Once all fields are filled out, the Certification Page (Red ribbon, last link) will ask you to check a few boxes and sign your name as having entered the application information.
13. Click Submit Application
14. The Signature page will appear and it will show you a 12-digit application ID number. It will be 20220106XXXX. This is how you know you've successfully submitted the application.

QUESTIONS

All questions regarding eligibility should be directed, via email, to the Pennsylvania Department of Health, Bureau of EMS (paemsoffice@pa.gov). All questions regarding grant administration should be directed, via email, to Office of State Fire Commissioner (ra-emcovidgrant@pa.gov). All questions regarding technical issues with the grant portal can be directed, via email, to the Department of Community and Economic Development (ra-dcedcs@pa.gov) or the DCED Customer Service Center at 1-800-379-7448.