



Applying for an Employer Identification Number

Overview

The Targeted Violence and Terrorism Prevention (TVTP) Grant Program provides funding for state, local, tribal, and territorial governments, nonprofits, and institutions of higher education to establish or enhance efforts to prevent targeted violence and terrorism. An Employer Identification Number (EIN) is required to complete an application for funding through the TVTP Grant Program. This guide provides information for obtaining an EIN.

At least **four weeks** before the application submission deadline:

4 Weeks

- Obtain an employer identification number (EIN).
- Register, renew OR confirm your System for Award Management (SAM) account in SAM.gov.
- Obtain OR Confirm Unique Entity Identifier (UEI) in SAM.gov.
- Register a new FEMA GO account in go.fema.gov

At least **one week** before the application submission deadline:

1 Week

- Complete the grant application.

Submission

- Submit the application.

Background on EINs

An EIN is a tax identification number issued by the Internal Revenue Service (IRS) for the purpose of tax administration. For additional information about EINs, refer to the IRS's [Five Things to Know about the Employer Identification Number](#) video.

Applying for an EIN

[Apply for an Employer Identification Number \(EIN\) online](#) through the IRS. Grant applicants should apply for an EIN at least four weeks before the grant submission deadline. An EIN is required to complete the grant application, so this recommendation helps ensure the grant application can be completed before the deadline.

Note:

- EIN applications through the IRS must be completed in one session.
- Applicants will receive an EIN immediately upon completion of all fields in the EIN application.
- Applicants can download, save, and print an EIN confirmation notice after receiving an EIN.