Recipient Contact Form

HHS/PMS will send the username and password to the person listed below. This person will also be contacted by HHS/PMS when there are problems with drawing down funds or with the quarterly report. (This form is to be sent to CNCS, to Kim Hammonds at khammonds@cns.gov.)

CONTACT INFORMATION

Primary Contact	
Title	
Phone Number	
Email Address	
Mailing Address	
Alternate Contact	
Phone Number	
Email Address	
DUNS Number	
Name of Grantee	
EIN Number	
Entity Type Code	 (Refer to instructions on the next page.Entity type code consists of two separate data elements)

ENTITY TYPE CODE

ENTITY TYPE CODE IS A COMPOSIT DATE ELEMENT CONSISTING OF TWO SEPARTATE DATA ELEMENTS: CHARACTERISTIC CLASS AND SPECIAL INTEREST CLASS.

CHARACTERISTIC CLASS	CODE	SPECIAL INTE
INDIVIDUAL	10	EDUCATIONAL
GOVERNMENT & AFFILIATED ORGANIZATION		EDUCATION
		ELEMENTA
FEDERAL	21	JR COLLEG
INTERSTATE	22	LIBRARY &
STATE	23	RESEARCH
COUNTY	24	SCHOOL B
CITY	25	STUDENT
SPECIAL UNIT OF GOVERNMENT	26	VOCATION
SPONSORED ORGANIZATION	27	OTHER EDI
OTHER (TOWNS, VILLAGES, AMERICAN INDIAN TRIBE)	28	
		HEALTH ENTITY
NON-GOVERNMENT ORGANIZATION		
		ENVIRONM
PUBLIC NON-PROFIT	41	HEALTH DE
PRIVATE NON-PROFIT	42	HOSPITAL
PRIVATE PROFIT (LARGE BUSINESS)	43	MEDICAL D
PRIVATE PROFIT (SMALL BUSINESS)	44	NURSING H
		OTHER HEA
OTHER ORGANIZATION		
		SOCIAL SERVICE
FOREIGN NON-PROFIT	61	
FOREIGN PROFIT	62	COMMUNIT
INTERNATIONAL (U.S. & FOREIGN, OR 2 OR MORE FOREIGN ORGS)	63	LAW ENFO
		REHABILITA
		WELFARE I

***FOR ALL ENTITIES, SELECT ONE CODE FROM THE LEFT AND ONE FROM THE RIGHT.

SPECIAL INTEREST CLASS	CODE
EDUCATIONAL ENTITY	
EDUCATIONAL DEPARTMENT ELEMENTARY & SECONDARY SCHOOL JR COLLEGE, COLLEGE & UNIVERSITY LIBRARY & MUSEUM RESEARCH INSTITUTION, FOUNDATION & LABORATORY SCHOOL BOARD & SCHOOL DISTRICT STUDENT VOCATIONAL & TRAINING SCHOOL OTHER EDUCATIONAL ORGANIZATION	11 12 13 14 15 16 17 18
HEALTH ENTITY	
ENVIRONMENTAL ORGANIZATION HEALTH DEPARTMENT HOSPITAL MEDICAL DOCTOR NURSING HOME OR OTHER DOMICILE CARE FACILITY OTHER HEALTH ORGANIZATION	31 32 33 34 35 36
SOCIAL SERVICES ENTITY	
COMMUNITY ACTION ORGANIZATION LAW ENFORCEMENT AGENCY (INCL. CRIMINAL REHAB) REHABILITATION ORGANIZATION (OTHER THAN CRIMINAL) WELFARE DEPARTMENT OTHER SOCIAL SERVICES ORGANIZATION	51 52 53 54 55
OTHER SPECIAL SERVICES ENTITY	
CONSULTANT FINANCIAL INSTITUTION INDIAN TRIBAL COUNCIL INTERMEDIARY ORGAINIZATION (INSURANCE, ETC) PLANNING & ADMINISTRATIVE ORGANIZATION SUPPLIER ORG (SERVICE, SUPPLIES, MATERIAL & EQUIP). OTHER SPECIAL INTEREST ORGANIZATION	71 72 73 74 75 76 77