

# Alternative Fertilizer Production Expansion Program Application Instructions

We are aware of technical issues with the System for Award Management (available at this link: <https://www.sam.gov>) impacting the timely completion of some SAM registrations. Please continue your efforts to complete your SAM registration: It is still an application requirement. However, we do not want this issue to be a barrier to applying for the Fertilizer Production Expansion Program (FPEP).

Therefore, if you cannot successfully complete your SAM registration by Monday, November 14, 2022, but you otherwise have a complete application (as described in the FPEP application checklist (available at this link: <https://tinyurl.com/32v6huwe> - PDF) you can provide USDA Rural Development your complete application **AND** include documentation of your attempts to complete your SAM registration.

Please submit all the necessary documents by email to [fpep@usda.gov](mailto:fpep@usda.gov).

- All file attachments must be sent as a Portable Document Format (PDF) and must include the applicant's name in the filename.
- Applicants **must** attach documentation of their attempts to complete SAM registration.
- If you choose to encrypt or password protect emailed documents, you must provide passwords in a separate email and notify us that you are doing so.
- There is a 20 megabyte (MB) maximum file size for email attachments. If necessary, send multiple emails.
- Emailed application materials must be received by 11:59 p.m. Eastern time, November 14, 2022.
- Please note that successful SAM registration with an active Unique Entity Identifier (UEI) is required **prior to obligation** and must be maintained throughout the FPEP award period of performance.

Questions can be sent to Rural Development's FPEP team at [fpep@usda.gov](mailto:fpep@usda.gov).