
To: Wx Subgrantees **Program Guidance: WAP-2025-09**
From: Community Programs – Weatherization Assistance Program
Release Date: August 27, 2025
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Subject: Contractor UEI Number Guidance

BACKGROUND

The IHCD P&P Manual states on page 66, section **14.2 Responsible Contractors**:

“Contractors are required to supply their UEI number to Subrecipients.”

It has been determined, based on 2 CFR 25.105(b),

“Subrecipients are required to obtain a UEI in accordance with subpart C. This part does not apply to subrecipients of subrecipients (second-tier subrecipients) or contractors under Federal awards.”

The requirement to obtain UEI numbers is placed onto those directly receiving federal funding and the first-tier subrecipients (Local Service Providers). Contractors are referred to as second-tier subrecipients, meaning they are not held to this requirement.

NEW GUIDANCE

Second-tier subrecipients (i.e., contractors of Local Service Providers) do not need to provide a UEI number.

Please direct all questions regarding this guidance to Kenny McIntyre at iwx@ihcda.in.gov

