

Understanding the Guam State Clearinghouse Identification Code

The Guam State Clearinghouse designates a twelve digit alphanumeric string that identifies each project/grant reviewed through the Guam State Clearinghouse. The alphanumeric string has evolved through the years. As of March 1, 2007, a new alphanumeric identification string takes effect.

The first three digits follow the identification code assigned to a government instrumentality by the Bureau of Budget Management and Research. Non-profit or non-governmental entities will bear three consecutive zeroes (000). The following four digits reflect the year and month to which a document/grant is submitted for processing with the Guam State Clearinghouse (or first processed in the case of projects that circulate through the Guam State Clearinghouse several times). The next digit reflects the type of grant: 1 representing a state/local instrumentality; 2 representing an educational institution; 3 when the grantee is a non-profit organization; and, 4 representing a federal government project or capital improvement grant. The following three digits represent the sequence number to which a project has been submitted within a fiscal year. The numbering will start back to 001 every October. The last alpha digit represents whether the grant or project is subject to Presidential Executive Order 12372 reviews.

Example: GSC 00106111019Y-- The document having this GSC alphanumeric string denotes that the Governor's Office submitted an application in the month of November of 2006, is a state grant, the 19th grant submitted within fiscal year 2007 and subjected to Guam State Clearinghouse review as required by Presidential Executive Order 12372. The alphanumeric string will identify a grant or project for the duration of the project period or grant award. Some grant awards may extend for a period of three years.

<i>Agency Budget Code</i>	<i>Year</i>	<i>Month</i>	<i>Grant Type</i>	<i>Sequence number</i>	<i>Subject to E.O. 12372</i>	<i>Optional denoting "Environmental"</i>
001	06	11	1	019	Y	E

The same Guam State Clearinghouse alphanumeric string must be used on all documents relating to a particular project. This enables the Clearinghouse to keep better records of projects and assures that comments and subsequent documents will be correctly filed for future reference.

PLEASE NOTE: You may continue to use and reference the old numbering system. The Guam State Clearinghouse may convert a project's identification number to the 12 digit alphanumeric string. The grantee and grantor will be informed of such change. Additionally, all new environmental documents submitted to the Guam State Clearinghouse will be assigned an E after the last digit (i.e. 00106111019YE).

IMPORTANT: Always identify any known GSC identification code to all communication with the Guam State Clearinghouse. It is especially important to reference the GSC number on environmental documents that have previously been circulated by the Clearinghouse, as the staff can use these numbers for cross-reference.