

June 9 & 10, 2014



Reporting Requirements of the Federal Funding Accountability & Transparency Act (FFATA) and Using the FFATA Subaward Reporting System (FSRS)

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Office of Federal Financial Management



What Are We Talking About?



- **Sec. 1** - What is the Federal Funding Accountability and Transparency Act (FFATA)?
- **Sec. 2** - What is the FFATA Sub-award Reporting System (FSRS)?
- **Sec. 3** – What is Federal Spending Transparency & USAspending.gov?
- **Sec. 4** – What are our Next Steps?



What Are We NOT Talking About?

- Contract reporting under FFATA
- Highly technical contours of the Federal Sub-award Reporting System
- Implementation of the Digital Accountability and Transparency Act (DATA Act)



Section 1:

**What is the Federal Funding
Accountability and Transparency Act
(FFATA)?**



Federal Funding Accountability and Transparency Act

The Federal Funding Accountability & Transparency Act of 2006 (FFATA) (and subsequent 2008 amendments) requires:

- Information disclosure of entities receiving Federal funding through Federal awards such as Federal grants and their sub-grants.
- Disclosure of executive compensation for certain entities.
- The establishment of a publicly available, searchable website that contains information about each Federal award.
- Federal agencies to comply with OMB guidance and instructions and assist OMB in implementation of website, www.USAspending.gov.

Bottom Line: Prime grant recipients with awards of \$25K or more must report associated first-tier sub-awards of \$25K or more



Grants/Cooperative Agreements Not Subject to Reporting

- Grants that are funded by the Recovery Act.
- Federal awards to individuals who apply for or receive Federal awards as natural persons.
- Federal awards to entities that had a gross income, from all sources, of less than \$300,000 in the entities' previous tax year; and
- Federal awards, if the required reporting would disclose classified information.

**Note: Federal Agencies will not submit sensitive, but not classified, award information. Contact your grant manager with any concerns about your award's information.*



When are Reports Submitted?

By the end of the month following the month after the subaward or obligation was made.

Example:

A grant was awarded on March 1, 2014, the grant was greater than \$25,000, and the subaward for over \$25,000 was made on April 15, 2014.

The prime recipient would have to submit the subaward report to FSRs.gov by May 31, 2014.

**Note: Once a subaward report is submitted in FSRs.gov, no other reports are required for that subaward unless there are modifications to that subaward during its lifecycle.*

How does a Prime Awardee record adjustments (up or down) to the award amount?

If an award initially reported to USAspending.gov has a downward adjustment in the obligation amount, then that needs to be amended. If then in year two, additional money is put to the award, then a modification to the award must be made at that time.



How Does Grants Reporting Occur?

- Federal agencies submit basic award information for all Federal grants to USAspending.gov once awarded.
- Prime recipients of Federal awards that meet the reporting criteria are required to report in FSRs.gov.
- Sub-recipients do not submit reports in FSRs.gov; however, they need to:
 - Have an active DUNS number.
 - Provide information to the prime recipient on the subaward.

**Note: Reporting responsibilities cannot be delegated to sub-recipients.*



Who is Responsible for Submitting?

Who?	Reports what?	How?
Federal Agency	Prime award information for Federal awards \$25K or more	FAADS-PLUS file submission to USAspending.gov for grants
Prime recipient	Prime recipient information Executive compensation First-tier sub-awards of \$25K or more	DUNS / SAM.gov SAM.gov FSRS.gov
Sub-awardee	Required entity information, including executive compensation information.	Provide to Prime Recipient: -DUNS Number -Executive Compensation responses -SAM.gov registration verification (optional)



Why You Need to Report

- **Prime recipients are responsible for reporting first-tier subawards of \$25k or more**
- FFATA terms operate the same way as other award terms and conditions and the penalties are the same
- Penalties can include the following:
 - Federal agency may impose additional terms and conditions
 - Temporarily withhold cash payments pending correction of the deficiency
 - Disallow all or part of the award
 - Wholly or partly suspend or terminate the award
 - Withhold further awards for the project or program
 - Take other remedies that may be legally available
- Federal agencies decide what consequences will be imposed on prime recipients for non-compliance.
- Prime recipients decide what consequences will be imposed on sub-recipients for non-compliance.



Defining Subaward

The Federal Funding Accountability & Transparency Act of 2006 (FFATA) (and subsequent 2008 amendments) requires:

- Information disclosure of entities receiving Federal funding through Federal awards such as Federal grants and their sub-grants.

- For grants, a “subaward” means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that:
 - the prime recipient awards to an eligible sub-recipient; or
 - sub-recipient at one tier awards to a sub-recipient at the next lower tier.



What Info Must Be Reported for Grant Subawardees?

Subaward Information

- DUNS number or DUNS+4
- Subawardee name
- Amount of subaward
- Subaward Obligation Date
- Subaward Project Description
- Subawardee Principal Place of Performance (City, State, Country, Zip+4, Congressional District)
- Subaward number
- Subawardee Executive Compensation --The total compensation and names of the top five executives for prime recipients or sub-recipients that meet the revenue thresholds.



Section 2:

What is the FFATA Sub-award Reporting System (FSRS)?



FFATA Sub-award Reporting System

“FSRS”

(www.fsrs.gov)



- FFATA requires a system to allow prime grant recipients to be able to report on sub-award activity and executive compensation.
- FSRS enables prime recipients to report sub-award & executive compensation data and then provides this data for display on USAspending.gov
- Uses existing sources to pre-populate prime recipient data and sub-recipient data from:
 - Dun & Bradstreet (D&B, www.dnb.com)
 - SAM.gov
 - Grants: USAspending.gov's Data Submission and Validation Tool (DSVT) template
- FSRS supports online reporting (single program / multiple subawards) and batch upload reporting (multiple programs / multiple subawards).

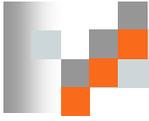
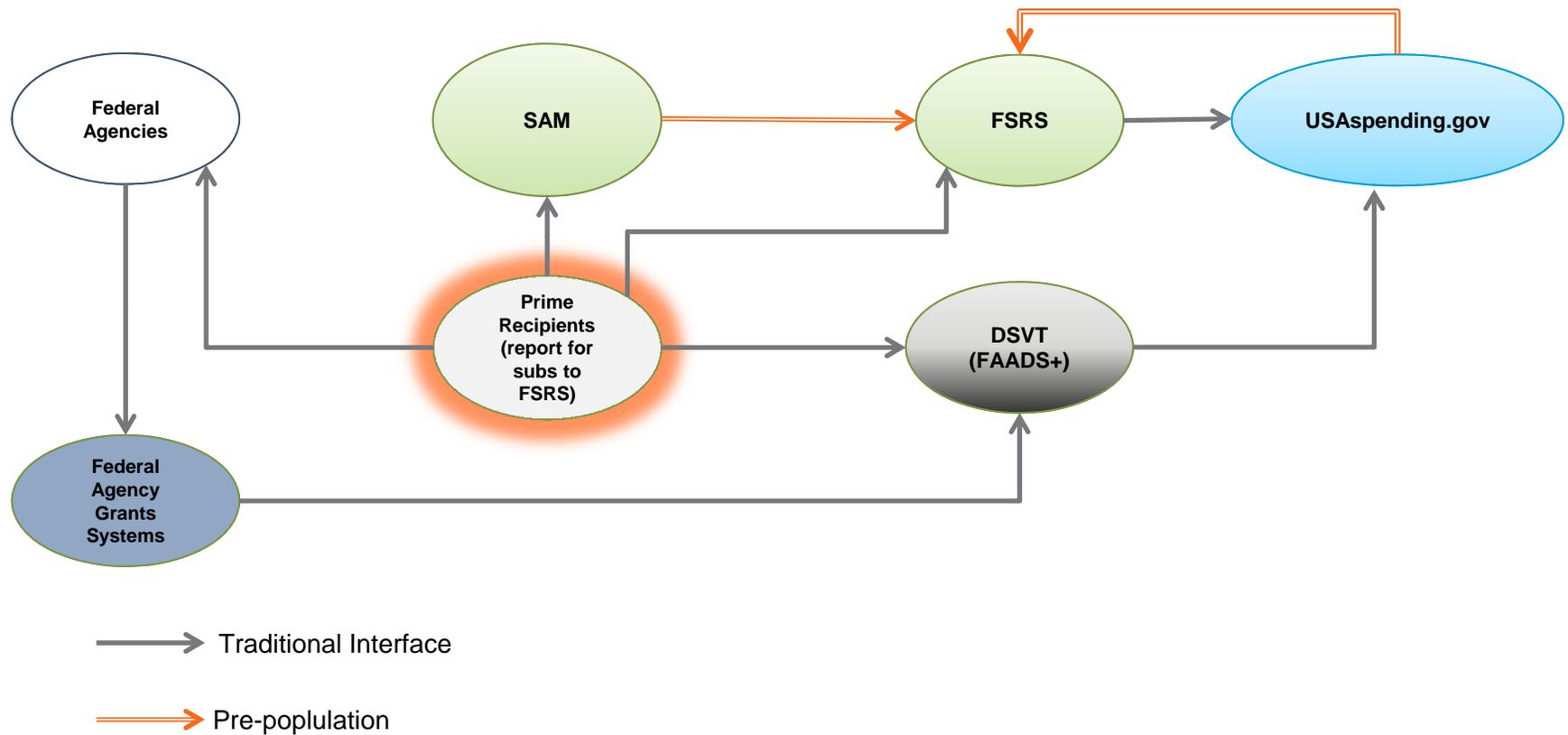


Diagram of the Awardee Architecture System Interface (Grants View)



Note: FPDS and Contract Systems are not included



In FSRS, Prime Recipients Can...

■ Manage FFATA Reports

- Search for an Award
- Create New FFATA Subaward Report
- Save Draft FFATA Subaward Report
- Delete Draft FFATA Subaward Report
- Submit New FFATA Subaward Report
- Reopen and Revise Submitted FFATA Subaward Report
- Copy Existing FFATA Subaward Report
- Manage FFATA Subaward Report List
- Submit Multiple FFATA Subaward Reports

■ Manage Awardee Worklist

- Organize Prime Awards Associated with Registered DUNS
- Search for Prime Award
- Add Prime Award to / Remove Prime Award from Worklist



How to Prepare for Report Submission

Before reports can be submitted in FSRS.gov, prime recipients must...

1. Obtain a Data Universal Numbering System (DUNS) number from Dun and Bradstreet at www.dnb.com for your organization if they do not have one.
2. Register with SAM.gov. If registered, verify the registration is active and renew annually.
3. Register on FSRS.gov with your organization's DUNS number and a contact person to be responsible for reporting.



Registering in FSRs.gov

Register on FSRs.gov with your organization's DUNS number and a contact person to be responsible for reporting.

FFATA Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)

Integrated Acquisition Environment E-GOV USA.gov

login Monday, May 19, 2014 | 11:40 am

Registration Step 1 of 2

Please enter your DUNS Identification Number.

(Previously, this field was called the "Contractor Identification Number.") Please do not include any dashes when entering your DUNS number. Upon entering the DUNS, FSRS will pull the appropriate company information from the System for Award Management (SAM) database and auto-populate most of the fields on the next screen. You will still need to fill in the required Contact Information fields. (If the auto-populated information is incorrect, you'll need to contact SAM rather than FSRS.)

Note: If you have an account in eSRS (<https://www.esrs.gov>) you do not have re-register here. You may use the same username/password for both systems.

Note: Only the prime contractor's representative can register under their DUNS # to file a report. By registering under this DUNS # you certify that you are a representative of the prime contractor's company and have the authority to file this report.

Note
Please be aware that all information collected on the FSRs website (www.fsr.gov), including registration information and report data, will be visible to the public on a public website (www.usaspending.gov).

DUNS #

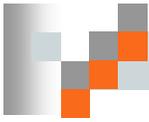
For Help: [Federal Service Desk](#) [Privacy Policy](#) [Turn Accessibility Mode On](#) [Awardee User Guide](#) [FSRS Awardee User Demonstration](#) [Resources Page](#) Version 3.4



Registering in FSRs.gov: Continued

Key things to know about registering on FSRs.gov:

- Email addresses in user profile will be the user login ID.
- Each user account (i.e., email address) can only be associated with one DUNS number.
- Only one email address can be associated with a DUNS number.
- If you have multiple awards under different DUNS numbers, a different email address must be used for each DUNS number.
- Once the user profile is created, it cannot be deleted. Contact the Federal Service Desk at www.fsd.gov (toll free at 1-866-606-8220) to request changes to be made on the account.



FSRS Demo: Step by Step Process for Submitting an Online FFATA Report

Go to: www.fsrs.gov

Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)

Log-In or Register Now:

FEDERAL GOVERNMENT | **AWARDEES**

Please use Internet Explorer 6.0+, Mozilla Firefox 2.0+, or Apple Safari 3.0+ to access FSRS.

About FSRS | **FAQs**

About FSRS

The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006. The intent is to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is www.USASpending.gov.

The FFATA Subaward Reporting System (FSRS) is the reporting tool Federal prime awardees (i.e. prime

Documents

User Guides
» [FSRS Awardee Guide](#)

Training Materials
» [FSRS Awardee User Demonstration](#)

News

Question of the Month:
Is my company required to file a FFATA Subaward Report in FSRS? [View the answer](#)

Coming Soon!
On October 29, 2010, grants subaward reporting functionality will be available on FSRS.gov.



FSTRS Awardee Login Page



Federal Funding Accountability and Transparency Act Subaward Reporting System (FSTRS)



Monday, May 19, 2014 | 12:51 pm

 login

 returning awardees: login

Email:

Password:

 new awardees: register

Register for a new account

 [Registration instructions for Awardees](#)

 [Awardee User Guide](#)

[Not an awardee user? Click here.](#)

For Help: [Federal Service Desk](#) [Privacy Policy](#) [Turn Accessibility Mode On](#) [Awardee User Guide](#) [FSTRS Awardee User Demonstration](#) [Resources Page](#) Version 3.4



FSRS Prime Recipient Homepage

FSRS Test x https://www.fsrs.gov/doc x https://www.fsrs.gov/doc x

https://fsrc-test.symlicity.com/index? powered by symlicity

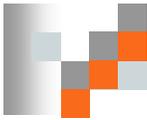
Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)

Home | Profile | Worklist | Create / Review Reports

home Tuesday, May 28, 2013 | 2:21 pm | symptest@yahoo.com | Log-in to eSRS | Logout

- add award to worklist
- create FFATA report
- alerts
No current alerts
- announcements
There are no announcements at this time.
- awardee user guide
- awardee user demonstration

For Help: [Federal Service Desk](#) [Privacy Policy](#) [Turn Accessibility Mode On](#) [Awardee User Guide](#) [FSRS Awardee User Demonstration](#) [Resources Page](#) Version 3.4



Create New FFATA Subaward Report



Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)

powered by symlicity



[Home](#) | [Profile](#) | [Worklist](#) | [Create / Review Reports](#)

home Friday, August 5, 2011 | 8:44 am | [memi@power.com](#) | [Log-in to eSRS](#) | [Logout](#)

 [add award to worklist](#)

 [alerts](#)
▶ No current alerts

 [awardee user guide](#)

 [create FFATA report](#)

 [announcements](#)
Create FFATA Subaward Report announcements at this time.

 [awardee user demonstration](#)

[For Help: Federal Service Desk](#) | [Privacy Policy](#) | [Turn Accessibility Mode On](#) | [Awardee User Guide](#) | [FSRS Awardee User Demonstration](#) | [Resources Page](#) Version 3.4



Step 1: Create a new report / copy existing

FFATA reports

Tuesday, May 28, 2013 | 2:23 pm | symptest@yahoo.com | [Log-in to eSRS](#) | [Logout](#)

New Report

[BACK TO REPORT LIST](#)

- 1 **Instructions**
- 2 [Enter Contract / Award #](#)
- 3 [Contract / Award Details](#)
- 4 [Prime Award Details](#)
- 5 [Subawardee Data](#)
- 6 [Review](#)
- 7 [Submit Report](#)

Instructions

Instructions for FFATA Subaward Reporting

PRIME CONTRACTORS awarded a Federal contract or order that is subject to Federal Acquisition Regulation clause 52.204-10 (Reporting Executive Compensation and First-Tier Subcontract Awards) are required to file a FFATA subaward report by the end of the month following the month in which the prime contractor awards any subcontract greater than \$25,000. This reporting requirement will be phased-in (see below):

- Phase 1: Reporting subcontracts under federally-awarded contracts and orders valued greater than or equal to \$20,000,000, reporting starts now.
- Phase 2: Reporting subcontracts under federally-awarded contracts and orders valued greater than or equal to \$550,000, reporting starts October 1, 2010.
- Phase 3: Reporting subcontracts under federally-awarded contracts and orders valued greater than or equal to \$25,000, reporting starts March 1, 2011.

Although the requirement to report subawards is being phased-in at certain dollar levels, if you would like to start reporting prior to the start date for your subcontracts, the system is available to you for reporting.

PRIME GRANT RECIPIENTS awarded a new Federal grant greater than or equal to \$25,000 as of October 1, 2010 are subject to FFATA sub-award reporting requirements as outlined in the Office of Management and Budgets guidance issued August 27, 2010. The prime awardee is required to file a FFATA sub-award report by the end of the month following the month in which the prime recipient awards any sub-grant greater than or equal to \$25,000.

Note

Please be aware that all information collected on the FRS website (www.frs.gov), including registration information and report data, will be visible to the public on a public website (www.usaspending.gov).

Copy Existing Report

Note: You may copy data from an existing report by clicking the drop-down below and selecting a report.

select existing report

Step 2: Select Grant Award



FSRS Test

https://fsrs-test.symlicity.com/index?report_step=2

New Report

[BACK TO REPORT LIST](#)

- 1 Instructions
- 2 **Enter Contract / Award #**
- 3 Contract / Award Details
- 4 Prime Award Details
- 5 Subawardee Data
- 6 Review
- 7 Submit Report

Enter Contract / Award

Note:

Note: If you are unable to find or report against a prime award that should be available through FSRS, please take the following action:

- Prime Contract Awardees -- Contact your cognizant contracting officer or official for help. In order for you to file a FFATA subaward report against your contract, your government contracting authority will have to report your record to Federal Procurement Data System -Next Generation (FPDS-NG). FPDS-NG is the authoritative source of the basic contractual information used to pre-populate many of the FSRS fields when entering your Contract Number. For more information on FPDS-NG please visit <https://www.fpds.gov>.
- Prime Grant Awardees -- Contact your grant making official for help. In order for you to file a FFATA subaward report against your grant, your Federal grant making official must report your prime grant award information through their FAADS+ file submission to USApending. The Agency's FAADS+ submission is the authoritative source for the basic grant award information used to pre-populate many of the prime award details in your FFATA report. For more information on the FAADS+ format, please read [OMB M-09-19](#).

Type of Award*: Contract/Order Grant Award * indicates a required field

Select Existing Grant*:
Choose the grant from your worklist that you would like to report on.
If the grant is not found, use the text field below to manually enter in the number

or Award ID (FAIN):

Step 3: Verify Award Information



FSRS Test

https://fsrs-test.symlicity.com/index?s=ffata_reports&_mode=_form&report_step=3

Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)

Home | Profile | Worklist | **Create / Review Reports**

FFATA reports Tuesday, May 28, 2013 | 2:30 pm | symptest@yahoo.com | Log-in to eSRS | Logout

New Report

[+ BACK TO REPORT LIST](#)

- 1 [Instructions](#)
- 2 [Enter Award ID \(FAIN\)](#)
- 3 [Grant Award Details](#)
- 4 [Prime Award Details](#)
- 5 [Subawardee Data](#)
- 6 [Review](#)
- 7 [Submit Report](#)

Grant Award Details

Type of Award: Grant Award * indicates a required field

Certification*:
The FFATA Report can only be submitted by prime awardees. Only continue with this submission if you are the prime awardee for this grant

I verify that I am the Prime Awardee for this grant

Grant Info

Number:	HDTRA10910045
Agency:	DEPT OF THE NAVY
Total Federal Funding Amount:	\$ 149945.00

Step 4: Enter Prime Award / Awardee Details



FSRS Test x

https://fsrs-test.symplicity.com/index?

1 Instructions

2 Enter Award ID (FAIN)

3 Grant Award Details

4 Prime Award Details

5 Subawardee Data

6 Review

7 Submit Report

Prime Award Details

Note: Some fields have been pre-populated from data in FAADS+ and CCR; please review the report to identify and complete required fields that have not been pre-populated. For specific data sources by data element, consult the data dictionary found in the Tips section.

Save & Go Back Cancel Save Save & Continue

FFATA Report For Grants

* indicates a required field

1. Federal Award Identifier Number (FAIN)*:
HDTRA10910045

2. Federal Agency ID*:
1700

? Is this information correct?
 Yes No

3. Federal Agency Name*:
DEPT OF THE NAVY

4. Prime Awardee DUNS #*:
046929621

? Is this information correct?
 Yes No

5. DUNS Number +4:

? 6. Prime Awardee Name*:
MARQUETTE UNIVERSITY

The following data is included:

- FAIN
- Federal Agency name
- CFDA Program Number
- Project Description
- Funded amount / date
- prime recipient info (DUNS, address, etc.)
- Place of Performance
- FFATA Report Date
- Exec Compensation Questions

Step 5: Enter Sub-Award Data



FSRS Test

https://fsrs-test.simplicity.com/index?

HDTRA10910045

[BACK TO REPORT LIST](#)

1 Instructions

2 Enter Award ID (FAIN)

3 Grant Award Details

4 Prime Award Details

5 Subawardee Data

6 Review

7 Submit Report

Subawardee Data

Save & Go Back Cancel Save Save & Continue

1. Subawardee Information: * indicates a required field

Subawardee DUNS*: 048172027 [Change DUNS](#)

DUNS Number +4:

Subawardee Name*: NEW RIVER HEALTH ASSOCIATION, INC.

Subawardee Doing Business As Name*: NEW RIVER FAMILY HEALTH CENTER

Subawardee Address*:

Street Address*: 337 SCARBRO RD

City*: SCARBRO

State*: West Virginia

Country*: United States

Zip+4*: 259170337

Congressional District*: 03

Subawardee Parent DUNS: 048172027

Amount of Subaward*:

Subaward Obligation/Action Date*:

CFDA Program Number(s): 12.351 Basic Scientific Research - Combating Weapons of Mass Destruction

Progress

✓ FFATA Details

✗ Subawardee Data

Subawardee Information

✗ Subawardee DUNS

✓ DUNS Number +4

✗ Subawardee Name

✓ Subawardee Doing Business As Name

✗ Subawardee Address

✓ Subawardee Parent DUNS

✗ Amount of Subaward

✗ Subaward Obligation/Action Date

CFDA Program Number(s)

✓ Federal Agency ID

✗ Federal Agency Name

✗ Subawardee Principal Place of Performance

✗ Subaward Number

✗ As provided to you by your subawardee, in your subawardee's business or organization's preceding completed fiscal year, did its business or organization (the legal entity to which the DUNS number it provided belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

✗ As provided to you by your subawardee, does the public have access to information about the compensation of the executives in the subawardee's business or organization (the legal entity to which the DUNS number it provided belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Tips

Clicking 'Save' or 'Save and Continue,' will save your report in draft (DRT) and allow you to leave and continue your report later.

Prime enters the following:

- Amount of subaward
- Subaward date
- Project description
- Principal Place of Performance
- Subaward Number
- Executive Compensation Information



Step 6: Review Report and Submit

https://fsrs-test.symplcity.com/outgoing/rep_549dad25ba050fe0afc8ad5876ba39b1_1370282

Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)

FFATA Report For Grants
Federal Award Identifier Number (FAIN): HDTRA10910045
Federal Agency ID: 1700
Is this information correct?: Yes
Federal Agency Name: DEPT OF THE NAVY
Prime Awardee DUNS #: 046929621
Is this information correct?: Yes
DUNS Number #4:
Prime Awardee Name: MARQUETTE UNIVERSITY
Prime Awardee Doing Business As Name: COMPTROLLERS OFFICE
Prime Awardee Address: 915 W WISCONSIN AVE RM 175
MILWAUKEE, Wisconsin 532332310
Prime Awardee Parent DUNS #: 006439962
Principal Place Of Performance(POP):
Milwaukee, Wisconsin 532332310
CFDA Program Number(s): 12.351 Basic Scientific Research - Combating Weapons of Mass Destruction
Is this information correct?: Yes
Project Description: PENETRATION INTO GRANULAR EARTH MATERIALS: A MULTI-SCALE PHYSICS-BASED APPROACH TOWARDS DEVELOPING A GREATER UNDERSTANDING
Is this information correct?: Yes
Total Federal Funding Amount: 149945.00
Is this information correct?: Yes
Obligation/Action Date: October 1, 2009
Is this information correct?: Yes
Report Month: May 2013
In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a DUNS number, belongs) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? No
Does the public have access to information about the compensation of the executives in your business or organization (the legal entity to which this specific SAM record, represented by a DUNS number, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? Yes

https://fsrs-test.symplcity.com/outgoing/rep_549dad25ba050fe0afc8ad5876ba39b1_1370282

Subawardee Data

Subawardee Information:	Subawardee DUNS: 048172027 Subawardee Name: NEW RIVER HEALTH ASSOCIATION, INC. Subawardee Doing Business As Name: NEW RIVER FAMILY HEALTH CENTER Subawardee Address: 337 SCARBRO RD SCARBRO, West Virginia 259170337 Subawardee Parent DUNS: 048172027 Amount of Subaward: 150000.00 Subaward Obligation/Action Date: June 2, 2013 CFDA Program Number(s): 12.351 Basic Scientific Research - Combating Weapons of Mass Destruction Federal Agency ID: 1700 Federal Agency Name: DEPT OF THE NAVY Subaward Project Description: Test Subawardee Principal Place of Performance: Arlington, Virginia 222044408 Subawardee Number: GS12345
-------------------------	--

As provided to you by your subawardee, in your subawardee's business or organization the legal entity to which the DUNS number it provided belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? No
As provided to you by your subawardee, does the public have access to information about the compensation of the executives in the subawardee's business or organization (the legal entity to which the DUNS number it provided belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? No

FSRS Test

https://fsrs-test.symplcity.com/index/report_step=7

Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)

Home | Profile | Worklist | Create | Review Reports |

FFATA reports Monday, June 3, 2013 12:08 pm | symplest@yahoo.com | Log in to eFSRS | Logout

HDTRA10910045

BACK TO REPORT LIST

1 Instructions
2 Enter Award ID (FAIN)
3 Grant Award Details
4 Prime Award Details
5 Subawardee Data
6 Review
7 Submit Report

Submit Report

Submission Instructions
Please click submit to submit your report.

Note
Please be aware that all information collected on the FSRS website (www.fsrs.gov), including registration information and report data, will be visible to the public on a public website (www.usaspending.gov).

Cancel Back Submit

For Help: Federal Service Desk | Privacy Policy | Turn Accessibility Mode On | Awardee User Guide | FSRS Awardee User Demonstration | Resources | Version 3.4
Phase

How do I edit an existing report in FSRs?



- Step 1: Go to www.FSRS.gov
- Step 2: Click on "**Awardee**".
- Step 3: Login to FSRS using your user ID and Password.
- Step 4: Click "Create/Review Reports" and select "FFATA Reports".
- Step 5: Locate the desired report using the "Search Filters" option.
- Step 6: Click the "Edit" icon beside the report you wish to edit.
- Step 7: If the report is Submitted, you will need to "Reopen" the report to be able to make any changes. To do so, select "Reopen to Edit Report" button from the "Report History" box in the right sidebar. Make your desired changes and resubmit.

Batch Upload Process: Step-by-Step



- The batch upload capability allows users to upload a single program report or multiple program reports in one upload.

Step 1. Access Batch Uploads by Clicking on the File / Review Reports tab on FSRs main navigation bar. Choose the “Batch Upload Reports” option.

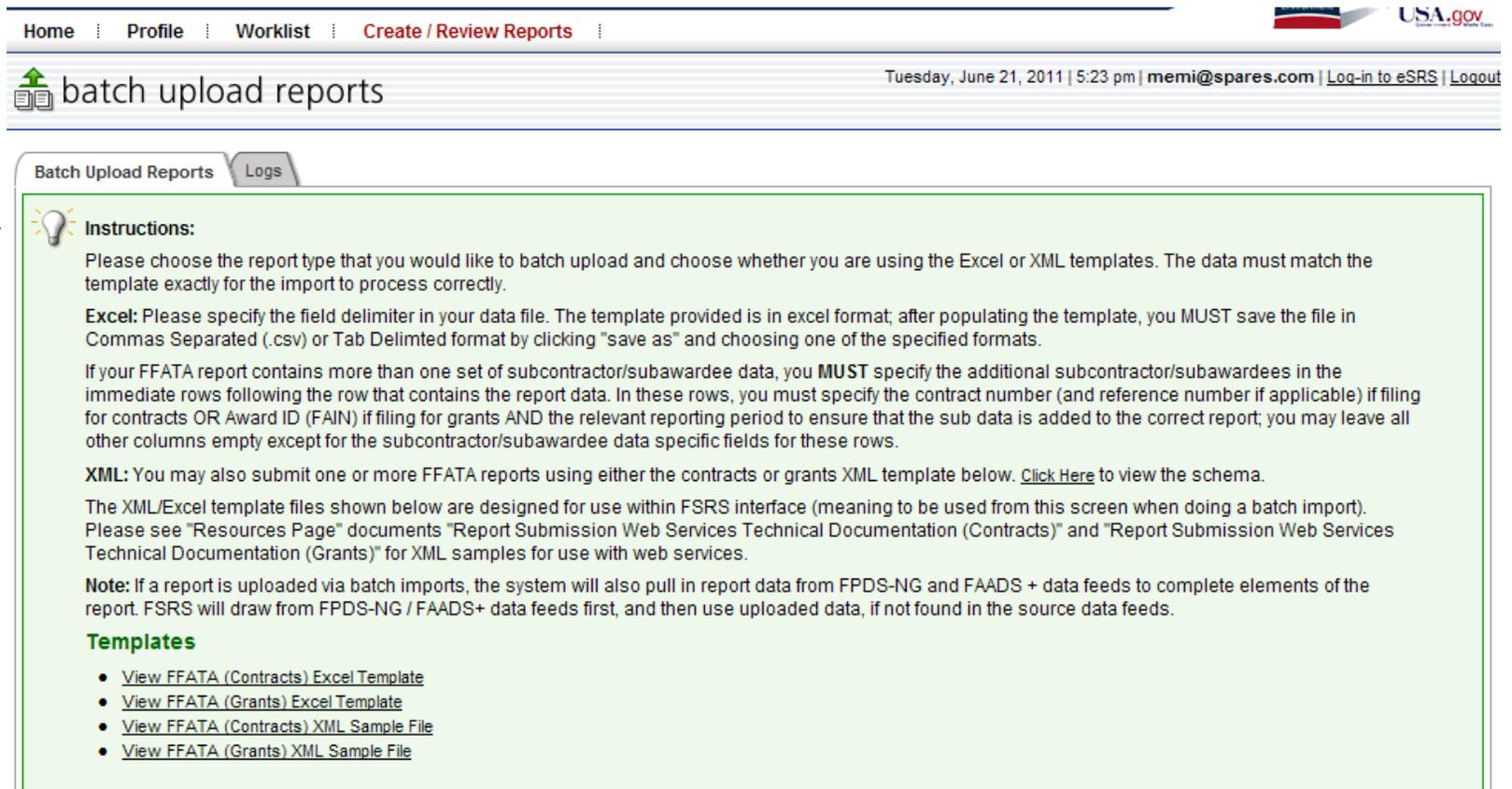
Batch upload main navigation screenshot:



Batch Upload Process: Step-by-Step



Step 2: Review the on-screen instructions.



The screenshot shows the eSRS web interface. At the top, there is a navigation bar with links: Home, Profile, Worklist, and Create / Review Reports. The current page is titled "batch upload reports". The main content area has two tabs: "Batch Upload Reports" (selected) and "Logs". A light blue arrow points to the "Instructions" section, which is highlighted with a green border. The instructions section contains the following text:

Instructions:

Please choose the report type that you would like to batch upload and choose whether you are using the Excel or XML templates. The data must match the template exactly for the import to process correctly.

Excel: Please specify the field delimiter in your data file. The template provided is in excel format; after populating the template, you **MUST** save the file in Comma Separated (.csv) or Tab Delimited format by clicking "save as" and choosing one of the specified formats.

If your FFATA report contains more than one set of subcontractor/subawardee data, you **MUST** specify the additional subcontractor/subawardees in the immediate rows following the row that contains the report data. In these rows, you must specify the contract number (and reference number if applicable) if filing for contracts OR Award ID (FAIN) if filing for grants AND the relevant reporting period to ensure that the sub data is added to the correct report; you may leave all other columns empty except for the subcontractor/subawardee data specific fields for these rows.

XML: You may also submit one or more FFATA reports using either the contracts or grants XML template below. [Click Here](#) to view the schema.

The XML/Excel template files shown below are designed for use within FSRS interface (meaning to be used from this screen when doing a batch import). Please see "Resources Page" documents "Report Submission Web Services Technical Documentation (Contracts)" and "Report Submission Web Services Technical Documentation (Grants)" for XML samples for use with web services.

Note: If a report is uploaded via batch imports, the system will also pull in report data from FPDS-NG and FAADS + data feeds to complete elements of the report. FSRS will draw from FPDS-NG / FAADS+ data feeds first, and then use uploaded data, if not found in the source data feeds.

Templates

- [View FFATA \(Contracts\) Excel Template](#)
- [View FFATA \(Grants\) Excel Template](#)
- [View FFATA \(Contracts\) XML Sample File](#)
- [View FFATA \(Grants\) XML Sample File](#)

Batch Upload Process: Step-by-Step



Step 3: Download the FFATA Excel Template

The screenshot shows the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) web application. The page title is "batch upload reports". The main content area is titled "Batch Upload Reports" and contains the following instructions:

Instructions:

Please choose the report type that you would like to batch upload and choose whether you are using the Excel or XML templates. The data must match the template exactly for the import to process correctly.

Excel: Please specify the field delimiter in your data file. The template provided is in excel format; after populating the template, you **MUST** save the file in Comma Separated (.csv) or Tab Delimited format by clicking "save as" and choosing one of the specified formats.

If your FFATA report contains more than one set of subcontractor/subawardee data, you **MUST** specify the additional subcontractor/subawardees in the immediate rows following the row that contains the report data. In these rows, you must specify the contract number (and reference number if applicable) if filing for contracts OR Award ID (FAIN) if filing for grants AND the relevant reporting period to ensure that the sub data is added to the correct report; you may leave all other columns empty except for the subcontractor/subawardee data specific fields for these rows.

XML: You may also submit one or more FFATA reports using either the contracts or grants XML template below. [Click Here](#) to view the schema.

The XML/Excel template files shown below are designed for use within FRSR interface (meaning to be used from this screen when doing a batch import). Please see "Resources Page" documents "Report Submission Web Services Technical Documentation (Contracts)" and "Report Submission Web Services Technical Documentation (Grants)" for XML samples for use with web services.

Note: If a report is uploaded via batch imports, the system will also pull in report data from FPDS-NG and FAADS + data feeds to complete elements of the report. FRSR will draw from FPDS-NG / FAADS+ data feeds first, and then use uploaded data, if not found in the source data feeds.

Templates

- [View FFATA \(Contracts\) Excel Template](#)
- [View FFATA \(Grants\) Excel Template](#)
- [View FFATA \(Contracts\) XML Sample File](#)
- [View FFATA \(Grants\) XML Sample File](#)

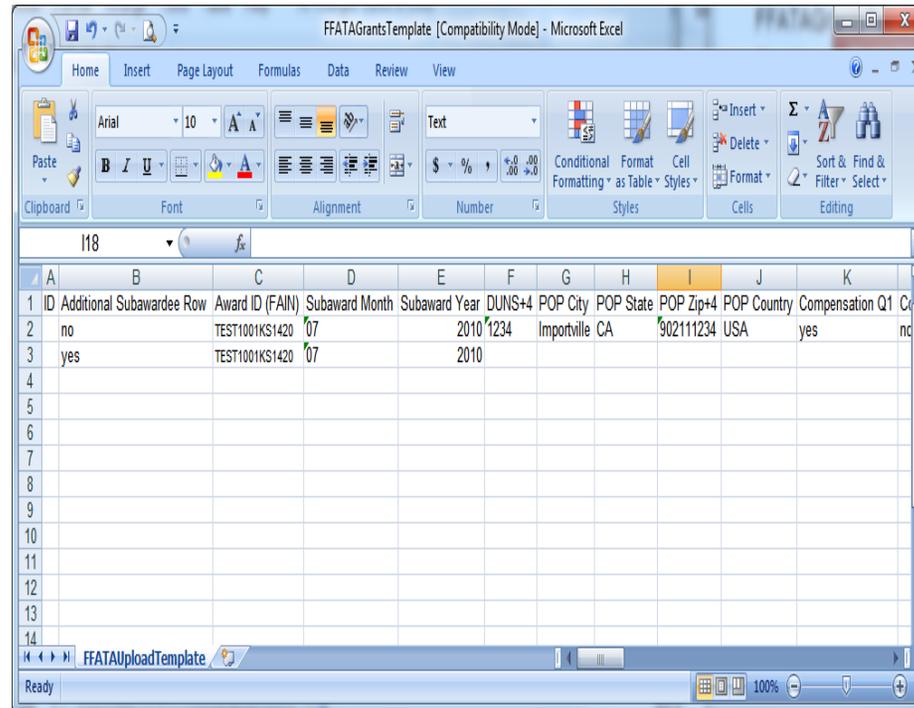
A blue arrow points to the "Templates" section.

Batch Upload Process: Step-by-Step



Grants Batch upload example:

Step 4: Save the FFATA Excel Template file to computer. Open file.



Step 5: Delete all sample data except for the column headers in Row 1.

Batch Upload Process: Step-by-Step



Step 6: Begin entering sub-award data by prime award number.

- Enter all sub-awards made against the given prime award in the given month.
- Columns B-M are prime award data elements; columns N-Z are sub-award data elements.
- Follow the Grant Batch Upload User Guide Data Elements Guide (Page 7-13) and the FFATA (Grants) Excel Format Table (Page 28-29)
- Do NOT change the template structure.

Step 7: Review data accuracy and format of the data and save excel file. This is the file to update if the report is rejected.

Step 8: Use the “Save As” feature in Excel to save the file as a CSV Comma Delimited File or Tab Delimited File.

Note: Mark the first sub-award row “no” and any additional sub-award rows “yes.” When entering information for more than one prime award, start a new subaward report by entering “no” in the first subaward row.

Batch Upload Process: Step-by-Step



Step 9: Return to FSRS and go back to the Batch Upload Section.

Step 10: Choose the report type (FFATA Reports (Grants)); the template (which ties to file format (excel (CSV/Tab delimited) or XML). If using Excel, specify the delimiter type used in saved template file (CSV or Tab Delimited).

Report Upload Settings * indicates a required field

Report Type*: FFATA Reports (Grants)

Template*:
Excel (CSV/Tab Delimited)
XML

A blue arrow points to the Template dropdown menu.

Report Upload Settings * indicates a required field

Report Type*: FFATA Reports (Grants)

Template*: Excel (CSV/Tab Delimited)

Delimiter*:
 Comma Separated (CSV)
 Tab Delimited

Data File*:
Browse...

Blue arrows point to the Delimiter radio buttons and the Data File field.

Step 11: Click Browse to navigate to the saved CSV file to upload. Select file. Click Upload button.

Batch Upload Process: Step-by-Step



- When import is complete, the system displays the import results of the file upload process on a confirmation section of the screen: “Upload Output”.

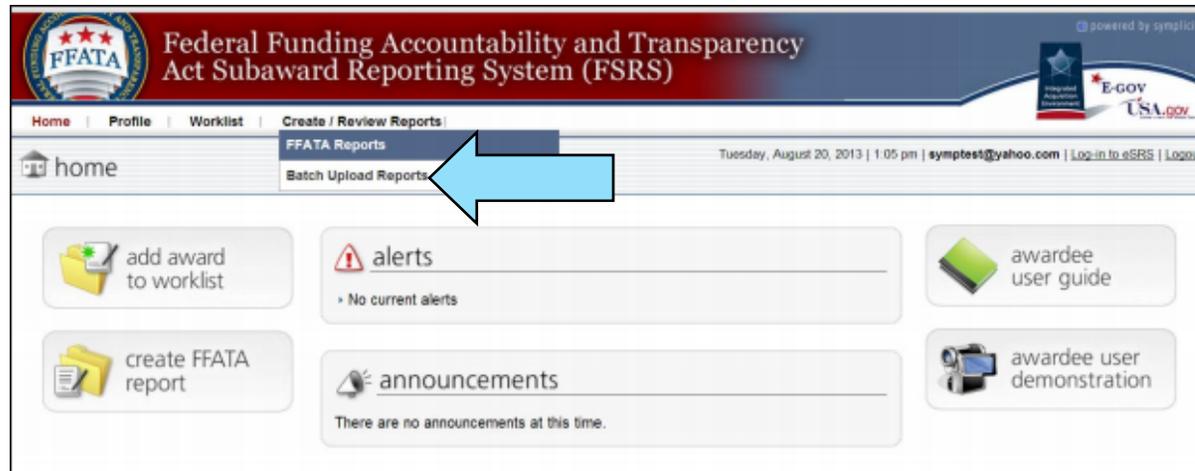
A screenshot of a web application interface for uploading reports. The interface is divided into two main sections: 'Report Upload Settings' and 'Upload Output'.
Report Upload Settings: This section contains several fields and options. At the top, there is a tab labeled 'Upload Reports'. Below it, the text 'Report Upload Settings' is followed by a red asterisk and the note '* Indicates a required field'. The 'Report Type' is set to 'FFATA Reports (Grants)'. The 'Template' is set to 'Excel (CSV/Tab Delimited)'. The 'Delimiter' is set to 'Comma Separated (CSV)'. The 'Data File' field shows a file named 'W81XWH13P...12_07.csv' with a 'Choose File' button next to it.
Upload Output: This section is highlighted with a light blue background. It contains a blue information icon followed by the text 'Upload Successful!'. Below this, it says '1 Report(s) Imported Successfully' and provides a link to 'View Detailed Log File'. A note states: 'Note: You can view historical upload log files by clicking on the "Logs" tab at any time'. At the bottom, it shows 'User File: W81XWH13P0109_2012_07.csv'. A large blue arrow points from the right side of the 'Upload Output' section towards the 'View Detailed Log File' link.

- Any upload errors are described. If presented, a user should click the link “View Detailed Log File” to review the specific error information.
- Errors can be corrected in the upload file, and the user can repeat the steps above as appropriate (assumes the error was tied to the data saved in the uploaded file).

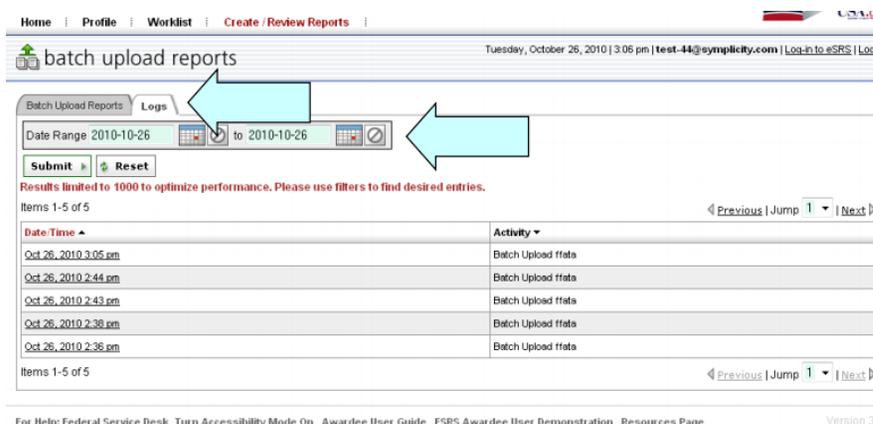
Batch Upload Process: Step-by-Step



- Users can review the log of previous batch uploads on the “Logs” tab of the Batch Upload Reports navigation.



- Users can set date filters and click “submit” to review historical import logs (users are restricted to a maximum 3 month period for log searches).





Section 3:

What is Federal Spending Transparency & USAspending.gov?



USAspending.gov

www.usaspending.gov



OMB's June 2013 Memo:

Improving Data Quality on USAspending.gov

- The Administration's actions to improve data quality began in 2009 with requirements that Federal agencies begin improving the quality of procurement data and have matured to track closely the recommendations of the Government Accountability and Transparency Board (GATB), which the President created to leverage the lessons learned from the Recovery Act.
- Since 2009 Federal agencies have been required to verify the quality (timeliness, completion, and accuracy) of Federal procurement awards and the Administration has recently expanded its data quality efforts to encompass more data (i.e., financial assistance data) that are available to the public on USAspending.gov.
- In June of 2013, OMB issued guidance ("Improving Data Quality for USAspending.gov") to Federal agencies to improve the quality of spending data being reported to USAspending.gov. The expanded efforts to verify obligations for all Federal funding shared via USAspending.gov include requirements for Federal agencies to use data in financial systems to verify obligations.
- Going forward, efforts to improve data quality posted on USAspending.gov will be significantly influenced by the recently passed DATA legislation which tackles data quality problems through requirements such as establishing data standards as well as GAO's current work on revising its "Standards and Internal Control in the Federal Government" (aka Green Book).



Enhancements to USAspending.gov

- Under the FY 2014 President's Budget, OMB transferred programmatic responsibilities over the USAspending.gov website from GSA to Treasury. The Consolidated Appropriations Act of 2014 provided \$5.5 million to Treasury to establish a government-wide transparency office and improve the USAspending.gov website.
- Treasury is working closely with OMB and partner agencies to deliver the following near term enhancements by February 2015:
 - **User Interface and Website Enhancements**
 - Website Refresh: The USAspending.gov redesign effort will address feedback from stakeholders, including citizens, Congress, oversight and civic groups as well government users and the media. Items include: refreshing site visually, correct broken links, etc.
 - **Data Quality (Accuracy and timeliness)**
 - Clean-up Data: Implement simple data validation techniques to flag anomalous information (e.g., incorrect state spelling).
 - **Updated Visualizations/Enhanced Data Exploration**
 - New Map Functionality: Add interactive maps (e.g., Google Maps or OpenStreetMap) and richer visual presentation and interactivity, enabling the user to view the information by locality. This mapping functionality is understood to not distort or change the underlying agencies' reported data to USAspending.gov.
 - Enhance Search Functionality: Enhance user data exploration experience and implement "intelligent" search functionality.



Section 4:

What are our Next Steps?

(you are our partners!)



Opportunities for Continued Improvement

■ Challenges:

- Lack of control totals to verify accuracy of spending data and financial data and accountability to stakeholders.
- Lack of high quality information on which to base program management decisions.
- Inability to adequately satisfy requests for information and poor user experience with current USAspending.gov website.

■ Deliverables:

- Published June 2013 memo directing Federal agency CFOs to improve data quality on USAspending.gov.
- General Service Administration (GSA) handed off responsibility of the USAspending.gov to Treasury's Bureau of the Fiscal Service per FY 2014 Budget proposal.
- Continue to improve accessibility and user experience of USAspending.gov website in FY 2014 and beyond.
 - Treasury has a short term USAspending.gov improvement plan and is working on a long term improvements by the end of February 2015.
 - Going forward establish regular engagements with external stakeholders that will help inform improvements for the short term and long term.



Additional Legislative Movements: Digital Accountability & Transparency Act of 2014 (DATA Act)

- President Obama signed into law May 9, 2014 bipartisan legislation that requires Federal agencies to publish their spending data in a standardized, machine-readable format that the public can access through USAspending.gov.
- Amends the 8 year old FFATA to make available to the public specific classes of Federal agency spending data with more specificity and at a deeper level than is currently reported.
 - Expansion of Data Posted on USAspending.gov. No less than on a quarterly basis, Treasury, in consultation with OMB, shall report expanded data on USAspending.gov, to include obligations and expenditures related to all federal spending by appropriations account, object class, and program activity. Where the bill requires Federal agencies to report information by “program activity,” Federal agencies will implement these requirements initially through reporting at the budget account level to avoid public reporting of information that is incomplete or potentially inaccurate.
 - Establishment of USAspending.gov Data Standards. The Act requires that Treasury and OMB, in consultation with the heads of Federal agencies, shall establish Government-wide financial data standards for information posted on USAspending.gov.
 - Recommendations for Streamlined Recipient Reporting Burden. The Act requires OMB to establish a pilot program to develop recommendations on standardizing grant and contract recipient reporting, eliminating unnecessary duplication of financial reporting, and reducing burdensome reporting requirements.



Resources



FSTRS Reporting Assistance

- Federal Service Desk
www.fsd.gov (toll free #: 1-866-606-8220)

- FSTRS Resources Page
www.fstrs.gov/resources
 - Quick Reference Guides for Contracts and Grants
 - User Guides
 - Narrated Demonstration Videos & Webinar Archives
 - Technical Documentation
 - Managing Sub-award Reporting in FSTRS:
 - Add an Award to the Awardee Worklist
 - Delete an Award from the Awardee Worklist
 - Creating and Submitting a FFATA Sub-award Report in FSTRS
 - Edit a Report from the FFATA Reports List
 - Review, Access and Retrieve Reports from the FFATA Reports List
 - Complete a Batch Upload for Sub-award Reporting



FSTRS Reporting Assistance

The screenshot shows the header for the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSTRS). The header includes the FFATA logo on the left, the system name in the center, and the eGov and USA.gov logos on the right. Below the header is a 'Resources' section with a 'Quick Reference Guides' sub-section. This sub-section is divided into two columns: 'Managing CONTRACT Subaward Reporting in FSTRS' and 'Managing GRANT Subaward Reporting in FSTRS'. Each column contains a list of links for various tasks. Below this is a 'User Guides' sub-section with two columns: 'For Awardee Users' and 'For Government Users'. The link 'Awardee User Guide' in the 'For Awardee Users' column is circled in orange.

Federal Funding Accountability and Transparency Act Subaward Reporting System (FSTRS)

Resources

Quick Reference Guides

Managing **CONTRACT** Subaward Reporting in FSTRS:

- [Add a Contract Award to the Awardee Worklist](#)
- [Delete a Contract Award from the Awardee Worklist](#)
- [Creating and Submitting a Contracts FFATA Subaward Report in FSTRS](#)
- [Edit a Report from the FFATA Reports List](#)
- [Review, Access and Retrieve Reports from the FFATA Reports List](#)
- [Complete a Batch Upload for Contracts Sub-award Reporting](#)

Managing **GRANT** Subaward Reporting in FSTRS:

- [Add a Grant Award to the Awardee Worklist](#)
- [Delete a Grant Award from the Awardee Worklist](#)
- [Creating and Submitting a Grants FFATA Subaward Report in FSTRS](#)
- [Edit a Report from the FFATA Reports List](#)
- [Review, Access and Retrieve Reports from the FFATA Reports List](#)
- [Complete a Batch Upload for Grants Sub-award Reporting](#)

User Guides

For Awardee Users:

- [Awardee User Guide](#)

For Government Users:

- [Federal Government User Guide](#)



FSTRS Reporting Assistance

- This online guide should be the first resource for Prime recipients reporting in FSTRS. Step-by-step instructions help users navigate every action required, with great detail, screen shots, and troubleshooting.

The screenshot shows the header of the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSTRS) website. The header includes the FFATA logo, the title 'Federal Funding Accountability and Transparency Act Subaward Reporting System (FSTRS)', and the USA.gov logo. Below the header is a 'Resources' section with two main categories: 'Quick Reference Guides' and 'User Guides'. Under 'Quick Reference Guides', there are two columns of links for 'Managing CONTRACT Subaward Reporting in FSTRS' and 'Managing GRANT Subaward Reporting in FSTRS'. Under 'User Guides', there are two columns of links for 'For Awardee Users' and 'For Government Users'. The link 'Awardee User Guide' is circled in orange.

Resources

Quick Reference Guides

Managing **CONTRACT** Subaward Reporting in FSTRS:

- [Add a Contract Award to the Awardee Worklist](#)
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- [Creating and Submitting a Contracts FFATA Subaward Report in FSTRS](#)
- [Edit a Report from the FFATA Reports List](#)
- [Review, Access and Retrieve Reports from the FFATA Reports List](#)
- [Complete a Batch Upload for Contracts Sub-award Reporting](#)

Managing **GRANT** Subaward Reporting in FSTRS:

- [Add a Grant Award to the Awardee Worklist](#)
- [Delete a Grant Award from the Awardee Worklist](#)
- [Creating and Submitting a Grants FFATA Subaward Report in FSTRS](#)
- [Edit a Report from the FFATA Reports List](#)
- [Review, Access and Retrieve Reports from the FFATA Reports List](#)
- [Complete a Batch Upload for Grants Sub-award Reporting](#)

User Guides

For Awardee Users:

- [Awardee User Guide](#)

For Government Users:

- [Federal Government User Guide](#)



Questions?