



North Carolina Department of Health and Human Services
Office of the Controller

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MEMORANDUM #2013-11

TO: Division Directors
Division/Institution Budget Officers

FROM: Laketha M. Miller *Laketha M. Miller*

SUBJECT: Federal Funding Accountability and Transparency Act Reporting
(Update to Memorandum #2012-2)

The goal of this memorandum is to revisit the reporting requirements of the Federal Funding Accountability and Transparency Act (FFATA) passed by Congress in 2006. In accordance with the FFATA, prime awardees of individual Federal grants that are equal to or greater than \$25,000 and awarded on or after October 1, 2010, are required to report on data related to executive compensation and associated first-tier sub-grants of \$25,000 or more.

The following provides an overview of FFATA reporting requirements, including reporting timelines and required data.

Exception for Recovery Act Grants

Grants that are funded by the Recovery Act are not subject to FFATA reporting requirements. Other exceptions were given in the August 27, 2010 OMB memorandum on Federal Spending Transparency and Subaward and Compensation Data Reporting.

FFATA REPORT REQUIREMENTS

Prime recipients of individual Federal grants of \$25,000 or more that are awarded on or after October 1, 2010, are required to report sub-award and executive compensation data on the FFATA Sub-award Reporting System (FSRS) at <http://www.fsr.gov/>. Note that if the initial award is below \$25,000 but subsequent grant modifications result in a total award equal to or over \$25,000, the award is subject to the reporting requirements, as of the date the award.

Prime awardees must report executive compensation information for prime and/or sub-awardees if:

- The entity in the preceding fiscal year received 80 percent or more of its annual gross revenues from Federal awards;

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- The entity received \$25 million or more in annual gross revenues from Federal awards; and,
- The public lacks access to executive compensation data via periodic reports filed by the entity in compliance with SEC and IRS requirements.

FFATA Report Timeline

Prime grant recipients must submit FFATA required data into FSRS by the end of the month, plus 30 days, in which the award or award amendment is made. For example, if a sub-award was made on March 15, 2013, the prime recipient has until April 30, 2013 to report the sub-award information.

Non-compliance with the FFATA reporting requirement is a violation of the award as outlined in the award agreement.

FFATA Report Summary

<p>Submission Process</p>	<p>Prime grant recipients** must submit sub-award and executive compensation data required by FFATA on the FFATA Sub-award Reporting System (FSRS) using the online form provided at http://www.fsr.gov/.</p>
<p>Data Elements*</p>	<ul style="list-style-type: none"> • Basic prime award data • Basic sub-award data: <ul style="list-style-type: none"> ○ Name of entity receiving award ○ Amount of award (obligated amount) ○ Funding agency ○ NAICS code for contracts / CFDA program number for grants ○ Program source ○ Award title descriptive of the purpose of the funding action ○ Location of the entity (including congressional district) ○ Place of performance (including congressional district) ○ Unique identifier of the entity and its parent; and • Total compensation and names of top five executives (prime and/or sub-awardee)

*Some prime and sub-award information will be pre-populated in the online FFATA form with data from the Federal Assistance Award Database System (FAADS) and System for Award Management (SAM).

****A prime recipient is an entity that directly receives Federal funding to implement a project.**

Registration Instructions

Prior to submitting FFATA reports, prime recipients must register at <http://www.fsrs.gov/>.

Registration Prerequisites

- 1) DUNS Number - **All subgrantees listed on the report must obtain DUNS numbers.** To apply for a DUNS number go to <http://fedgov.dnb.com/webform>. This was also required for the recovery grants, therefore; many sub-grantees are already equipped with a DUNS number.
- 2) SAM registration, <https://sam.gov/sam/>.

ADDITIONAL RESOURCES FOR FFATA REPORTING

For additional information on FFATA reporting, please refer to <http://www.usaspending.gov/news>.

For questions regarding FFATA reporting, please refer to the USASpending.gov FAQs related to sub-award reporting or the User Guide and Training Material at <https://www.fsrs.gov/>.

The Office of the Controller's Audit Resolution and Monitoring Branch (ARM) will provide high level oversight. Subsequent notification of the completion of the FFATA reports should be submitted each month to Stephanie.Robinson@dhhs.nc.gov, who can also be reached at (919) 855-3686. The notification can be sent by email containing a copy of the FFATA report. Thank you in advance for your cooperation.

Cc: Office of the Controller Section Chiefs
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