Process: This job aid describes procedures for reporting FFATA information on FSRS.GOV. This process is completed once a subcontract $25,000 or greater is fully executed when FFATA requirements apply.

Entering FFATA (www.fsrs.gov)	
	Click on AWARDEES Log-In or Register Now: FEDERAL GOVERNMENT | AWARDEES
	Enter the login information returning awardees: login Email: postawd@purdue.edu Password: ●●●●●●●●●● Login ▶ 🔑 Forgot Password
	Select "add award to worklist" Home | Profile | Worklist | Create / Review Reports 🏠 home Friday, April 8, 2011 | 2 add award to worklist ⚠ alerts ▸ No current alerts create FFATA report 📢 announcements There are no announcements at this time.
	Select the type of award, enter the award number and click Submit

	Contract / Grant Request Form (Step 1) **Type of Award:** ○ Contract/Order ● Grant **Award ID (FAIN)***: Please enter the Federal Award ID (FAIN) you would like to add to your worklist as it appears on your grant award no W81XWH-11-2-0067 Submit Cancel
	If the correct award is displayed, click Continue. If the correct award is not displayed, click Select Another Grant **View Grant Award Summary** ⚠ Please confirm that the following is the grant that you intend on reporting against. If this is the correct grant, click [continue]. Otherwise, click [select another grant] to choose another grant or start over. Select Another Grant Continue **Award Summary** **Federal Award #:** W81XWH1120067 **Agency:** DEPT OF THE ARMY (2100) **Total Federal Funding Amount:** 1571633.00
	Select "I verify that I am the Prime Awardee for this grant" and click Submit Submit Cancel Grant Request Form (Step 2) * indicates a required field **Type of Award:** Grant Award **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 Submit Cancel Grant Info Number: W81XWH11200 Agency: DEPT OF THE A Total Federal Funding Amount: $ 1571633.00
	Click the "Back to List" link

FAIN: W81XWH1120067

⊕ BACK TO LIST

Award Details / Existing Reports

Cancel

Grant Information

Type of Award: Grant Award

Details:
Agency:
DEPT OF THE ARMY (2100)

Total Federal Funding Amount:
1571633.00

Certification: I verify that I am the Prime Awardee for this grant

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Click on the Create New Report button

My Worklist / Contracts Not Added / Grant Awards Not Added

💡 **Note**
The "Worklist" is an organizational tool for convenience. It allows the prime awardee to organize the awards for which they have reporting responsibility. They can search for and add awards (both contracts and grants awarded to their registered DUNS number) to their work list from contracts reported in FPDS-NG and grants reported through the Agency's FAADS+ submissions to USAspending. They can create new FFATA subaward reports against those prime awards. They can view unassigned prime contracts and/or grants awarded to their registered DUNS number and add them to their worklist. There is no deviation in workflow between managing prime contracts and grants in the Awardee Worklist.

Click on the Contracts Not Added or Grants Not Added tab to view any contracts/awards in the system that match your DUNS # and have not been added to your worklist.

▶ Search Filters

| + Search For And Add Award | + Create New Report | Report List ▶ | Items 1-5 of 5 | | ◁ Previous | Jump 1 ▼ | N |

	Award Number	Top Level Agency ▾	Agency ▾	Type ▾	Options	
🗗	20116701921122.1	AGRICULTURE, DEPARTMENT OF	COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE	grant	Remove	Existing Reports
🗗	H9222210C0025	DEPT OF DEFENSE	U.S. SPECIAL OPERATIONS COMMAND (USSOCOM)	prime contract	Remove	Existing Reports
🗗	R01CA155376	HEALTH AND HUMAN SERVICES, DEPARTMENT OF	NATIONAL INSTITUTES OF HEALTH	grant	Remove	
🗗	R01GM095923	HEALTH AND HUMAN SERVICES, DEPARTMENT OF	NATIONAL INSTITUTES OF HEALTH	grant	Remove	Existing Reports
🗗	W81XWH1120067	DEPT OF DEFENSE	DEPT OF THE ARMY	grant	Remove	

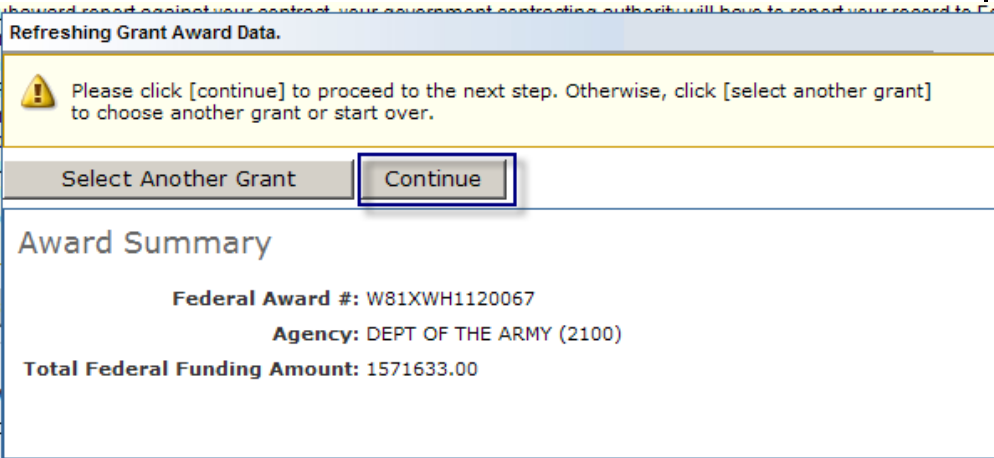| + Search For And Add Award | + Create New Report | Report List ▶ | Items 1-5 of 5 | | ◁ Previous | Jump 1 ▼ | N |

Leave the dropdown to display "select existing report" and click Continue

Copy Existing Report

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

select existing report ▼

Cancel   Continue

	Select the Type of Award. Find the award number in the dropdown menu under "Select Existing Grant" and click Continue **Type of Award*:** ○ Contract/Order ⦿ Grant Award **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 W81XWH1120067 ▼ **If not found above, enter Award ID (FAIN):** [Back] [Cancel] [**Continue**]
	If the correct grant is displayed, click Continue. If the correct grant is not displayed, click Select Another Grant. **Refreshing Grant Award Data.** ⚠ Please click [continue] to proceed to the next step. Otherwise, click [select another grant] to choose another grant or start over. [Select Another Grant] [**Continue**] **Award Summary** **Federal Award #:** W81XWH1120067 **Agency:** DEPT OF THE ARMY (2100) **Total Federal Funding Amount:** 1571633.00
	Select "I verify that I am the Prime Awardee for this grant" and click Save & Continue

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

[Back] [Cancel] [Save] [Save & Continue]

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

[Back] [Cancel] [Save] [**Save & Continue**]

Grant Info

Number: W81XWH112

Agency: DEPT OF THE ARMY

Total Federal Funding Amount: $ 1571633.00

Verify all information is correct on this screen, enter the Report Month, answer yes to question # 26, then click Save & Continue

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]

Click on "Add Subawardee"

Subawardee Data

[Save & Go Back] [Cancel] [Save] [Save & Continue]

1. Subawardee Information:
[Add Subawardee]

[Save & Go Back] [Cancel] [Save] [Save & Continue]

Enter the subrecipient's DUNS number, then click Fetch Info For DUNS

Subawardee Data

| Save & Go Back | Cancel | Save | Save & Continue |

1. Subawardee Information: * indicates a required fie

Subawardee DUNS*:

007790616   **Fetch Info For DUNS** ▶

| Delete This Subawardee |

| Add Subawardee |

Enter the following information:

- Subawardee DUNS number
- Subaward Obligation/Action date (Date agreement was fully executed)
- Subaward Project Description (This will always be "Collaboration on" then the title of the project)

Subawardee Parent DUNS:

Amount of Subaward*:

124835

Subaward Obligation/Action Date*:
Subaward Obligation/Action Date is required

2011-03-29

CFDA Program Number(s):
12.420 Military Medical Research and Development

Federal Agency ID*:
2100

Federal Agency Name*:
DEPT OF THE ARMY

Subaward Project Description*:
Subaward Project Description is required

Collaboration on Development and
Fabrication of a Stent Prototype to
Induce Closure of Post-Traumatic Blast-
Induced Pseudo-Aneurysms

(maximum characters: 4000) 3868 remaining.

Enter the following information:

- Principal Place of Performance – City; State; Country; Zip +4 and Congressional District
- Subaward Number (This is the number we issue the subrecipients)

Click Yes on both radial buttons, then click Save & Continue

Subawardee Principal Place of Performance*:

City*:
City is required

Bethesda

State*:
State is required

Maryland

Country*:
Country is required

United States

Zip+4*:
Zip+4 is required

208144805

Congressional District*:
Congressional District is required
08

Subaward Number*:
Subaward Number is required

4104-40966

In order to determine whether you are required to report executive compensation data, answer the following question(s):

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, 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? is required

⦿ Yes ○ 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?*:

⦿ Yes ○ No

Delete This Subawardee

Add Another Subawardee

Save & Go Back | Cancel | Save | **Save & Continue**

Click Continue

Cancel | Back | **Continue**

Click Submit

Submit Report

💡 **Submission Instructions**
Please click **submit** to submit your report.

⚠️ **Note**
Please be aware that all information collect[ed]
data, will be visible to the public on a public

[Cancel] [Back] [Submit]

Print screen, upload document to Perceptive Content to show the date and time of submission, then click Return To List

W81XWH1120067

⊕ BACK TO REPORT LIST

① Instructions

② Enter Award ID (FAIN)

③ Grant Award Details

④ Prime Award

⚠️ **Report Accepted**
Report has been accepted.
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).

[Back] [Return To List] [Save PDF]

Report History
Apr 08, 2011 2:51 pm
Report Submitted
Reopen to Edit Report