



Federal Funding Accountability and Transparency Act (FFATA) Handbook

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## What is FFATA

The Federal Funding Accountability and Transparency Act (FFATA or Transparency Act - P.L.109-282, as amended by section 6202(a) of P.L. 110-252) requires the Office of Management and Budget (OMB) to maintain a single, searchable website that contains information on all Federal spending awards. That site is at <http://www.USAspending.gov>.

Applicable contracts, as of July 8<sup>th</sup>, 2010, and applicable grants, as of October 1<sup>st</sup>, 2010, will need to report required information at <http://www.fsr.gov>. The purpose of this information is to “empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce waste in the government.”

## FFATA Threshold and timing

The Office of Management and Budget (OMB) has issued the following guidelines for new contracts or grants on whether or not they will be susceptible to FFATA.

All first tier subawards greater than or equal to \$30,000 on Federal grants & contacts are subject to the FFATA subaward reporting requirements. This information is reported by the Prime awardees in the FFATA Sub-Award Reporting System (FSRS).

## FFATA Website Reporting Responsibility

### New Award

- The funding administrator will complete the risk analysis and obtain a copy of the Sam.gov registration for the subrecipient and make sure there is a scope of work, budget, justification and LOI and Entity Profile (when not in the FDP clearinghouse) for all new subawards. The administrator will put the risk analysis into the IP attachment list for contracting to review and in Perceptive Content (PC) with the sam.gov registration for the manager to review. The manager will review and push to contracting for a new agreement.
- The funding administrator will enter the first-tier subaward in FSRS by the end of the month following the month that the subaward was fully executed.

- The funding administrator will print the pdf of the successful submission and file in the grant file in PC.

### Amendment

- The funding administrator will complete the risk analysis and obtain the sam.gov registration and put in PC and complete the appropriate amendment template (unilateral or bilateral) and email to the manager for review.
- The manager will sign and return to the funding administrator.
- The funding administrator will enter the first-tier subamendment information in FSRS by the end of the month following the month that the subamendment was fully executed.
- The funding administrator will print the pdf of the successful submission and file in the grant file in PC.

## FFATA Data Requirements

The following data is required from subrecipients for all grants, contracts, and vendor purchases on contracts that meet the FFATA requirements:

- 1) Name of entity receiving award
  - a. Amount of award
  - b. Funding agency
  - c. NAICS code for contracts / CFDA program number for grants
  - d. Program source
  - e. Award title descriptive of the purpose of the funding action
  - f. Location of the entity (including congressional district)
  - g. Place of performance (including congressional district)
  - h. CCR Registration
  - i. Unique identifier of the entity and its parent (DUNS); and
- 2) Total compensation and names of top five executives (same threshold for prime)
  - a. If...
    - a. More than 80% of annual gross revenues from the Federal government, and those revenues are greater than \$25M annually **and**
    - b. Compensation information is not already available through reporting to the SEC.

**Classified information** is **EXEMPT** from the prime and sub-award reporting requirement as are **contracts** with **individuals**.

## FFATA Tagging

When a new **award** is being established by SPS it is required to type mark the appropriate flag for FFATA on the Subrecipient Tab in the Sponsored Program.

## When does the FFATA Report need to be submitted?

The month following the full execution of a subaward, subaward modification.

**For Contract, Grants and Cooperative Agreements:** Subawards that have a cumulative total of \$30,000 or more must be reported.

Subrecipients are not required to report FFATA if they reported less than \$300,000.00 in gross income in the previous tax year. In addition, exemptions to the FFATA reporting requirements may occur and it is up to each area to understand their sponsor's requirements.